City Council

Finance Sub-Committee

~ Agenda ~

36 Court Street
Springfield, MA 01103
http://www.springfieldcityhall.com

Anthony I. Wilson
413-787-6096

Monday, June 5, 2017 | 4:00 PM | City Hall -- Room 200

I. Call to Order

4:00 PM Meeting called to order on June 5, 2017 at City Hall -- Room 200, 36 Court Street, Springfield, MA.

II. Orders

1. Order (ID # 4036)

Highway Safety Sustained Enforcement Program (STEP) Grant - No Match $32,354

ATTACHMENTS:

- FFY17 STEP Grant (PDF)

2. Order (ID # 4048)

Mass Multi-City Young Children's Mental Health System of Care (SOC) Planning Project Grant Increase - No Match Required $22,000

ATTACHMENTS:

- Multi City Grant Increase (PDF)

3. Order (ID # 4051)

TJO Donations- $19,114.18

ATTACHMENTS:

- TJO Donations (CSV)

4. Order (ID # 4050)

Mass in Motion Grant Increase - No Match Required $10,000

ATTACHMENTS:

- Mass in Motion Increase (PDF)

5. Order (ID # 4047)

FY17 State Aid to Public Library Increase- No Match Required $9,549.14

ATTACHMENTS:

- Library State Aid Increase (PDF)

6. Order (ID # 4037)

Collective Bargaining Agreement Ratification - IAFF 648

ATTACHMENTS:

- 2017-05-24 Letter to City Council re IAFF (PDF)
- 2017-05-22 IAFF TA - EXECUTED (PDF)
- CAFO Cert - IAFF 648 Agreement (PDF)

7. Order (ID # 4063)

Collective Bargaining Agreement Ratification - SFCA

ATTACHMENTS:

- 2017-05-31 Letter to City Council re SFCA (PDF)
- 2016-05-16 SFCA MOA (PDF)
- 2017-05-31 SFCA TA - signed (PDF)
- CAFO Cert- Fire Chief Association Agreement (PDF)

8. Order (ID # 3985)

Free Cash to OPEB Trust - $494,794.00

ATTACHMENTS:

- CAFO Cert - OPEB Transfer (DOCX)

9. Order (ID # 4046)

Free Cash to Special Purpose Fund - $244,000

ATTACHMENTS:

- CAFO Certification - Scanning Project Transfer (DOCX)

10. Order (ID # 4049)

Free Cash to Pay-Go Capital Fund - $111,875.00

ATTACHMENTS:

- CAFO Certification - Free Cash to Pay-Go - DPW (DOCX)

11. Order (ID # 4038)

Bond Authorization - MSBA ARP Projects (Thomas M. Balliet Elementary and Balliet Middle Schools) - $3,796,555.00

ATTACHMENTS:

- CAFO Cert - Bond Order - MSBA Projects (Thomas M. Balliet & Balliet Middle) (PDF)

12. Order (ID # 4039)

Bond Authorization - Downtown Revitalization - $1,500,000

ATTACHMENTS:

- CAFO Cert - Bond Order - Downtown Revitalization (PDF)

13. Order (ID # 4040)

Bond Authorization - Downtown Police Kiosks - $500,000

ATTACHMENTS:

- CAFO Cert - Bond Order - Police Kiosks (PDF)

14. Order (ID # 4041)

Bond Authorization - City Hall Remodeling - $1,000,000

ATTACHMENTS:

- CAFO Cert - Bond Order - City Hall (PDF)

15. Order (ID # 4042)

Bill of Prior Year - Department of Capital Asset Construction - $850.00

ATTACHMENTS:

- CAFO Cert - DCAC BOPY (PDF)
- DCAC Mountain View Invoice (PDF)

16. Order (ID # 4058)

Appropriation Order for the Marble Street Traffic Project Eminent Domain Takings, $120,202.43

This Order appropriates a total of $120,202.43 for 4 fee takings, 10 permanent partial takings, 2 permanent easements, and 20 temporary construction easements, needed for the Marble Street Traffic Improvement Project.

FINANCIAL IMPACT:

Total cost is $120,202.43, funded by the Disaster Recovery Economic Development account.

17. Order (ID # 4045)

Budget Transfer W/In a Department - Comptroller - $43,000

FINANCIAL IMPACT:

Budget Transfer W/In a Department - Comptroller - $43,000

ATTACHMENTS:

- CAFO Cert - Comptroller Budget Transfer (PDF)

18. Order (ID # 4035)

Law Budget Transfer Within Department - $34,000

FINANCIAL IMPACT:

Law Budget Transfer Within Department - $34,000

ATTACHMENTS:

- CAFO Certification - Law Transfer (DOCX)

19. Order (ID # 4052)

Transfer of Unexpended Bond Proceeds to Chestnut Middle School

ATTACHMENTS:

- CAFO Cert - Unexpended Bond Proceeds - Chestnut (PDF)

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Christopher Fraser
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4036

Highway Safety Sustained Enforcement Program (STEP) Grant - No Match $32,354 (Mayor Sarno)

WHEREAS, the Police Department ("Department") has been awarded a "Highway Safety Sustained Enforcement Program (STEP) Grant" of $32,354.00 From the Executive Office Of Public Safety and Security (EOPSS); and

WHEREAS, the purpose of the grant is for the Department to proceed with the FFY17 Highway Safety Sustained Enforcement Program;

WHEREAS, the Department intends to use the grant funds for enforcement and administration to be conducted by the Springfield Police Department. This grant is a program in which the department was invited to participate. Because the department regularly participates in the Governor's Highway Safety Initiative that deploys 3-4 times per year, EOPSS recognized there was a significant gap in concentrated Chapter 90 enforcement. This program will provide funding to close that enforcement gap. Coordinated overtime deployments will focus on chronic problems areas based on crash data and other indicators; and**;**

WHEREAS, the Department has accepted the grant and requests authorization from the City Council and the Mayor to expend the grant funds listed below for the purposes of such grants; and

WHEREAS, the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, has certified that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the City Council Order authorizing the expenditure of the grant funds listed herein, subject to the approval of the Mayor, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, acting pursuant to Mass. Gen. Laws ch. 44, sec. 53A, that the City Council approves the expenditure by the Department of the grant funds listed below for the purposes of such grant, subject to the approval of the Mayor, and the grant funds received shall be deposited with the City Treasurer and held as a separate account and may be expended for the purposes of the grant without further appropriation:

Highway Safety Sustained Enforcement Program (STEP) Grant - $32,354

REQUEST FOR GRANT SETUP

This form and the required attachments are required by the Office of the City Comptrollers before a Grant Fund and related accounts will be created in MUNIS. Please do not use this form for requesting a non-grant related account to be created -- use the Request for New Account form instead. Please return this form and the required attachments to the Office of the City Comptrollers.

All fields are mandatory.

Date of Request	5-25-2017
Department Requesting Grant Setup	Police
Department Phone # (Please include extension)	787-6385
Name and Title of Person to Contact in Case of Questions	Lisa Willis
Was this Grant previously setup for a prior fiscal year?	Yes
If yes, please indicate your previous project number:	69316

If this is a new Grant, have you filled out the "Approval to apply for a grant" Form?
(Y/N) N If yes, please attach a copy of the Approved Form.

	Grant Type:
	State – Highway
	Federal Pass-Through DOE– School
	Federal Direct– School
	Federal – City
	State DOE– School
	State Other – School
XX	State – City
	Private/Other

Grant Name: Highway Safety Sustained Enforcement Program (STEP)

Total Grant Amount Awarded: $ 32,354.00
Is this a Reimbursable Grant? (Y/N) YES
A Reimbursable Grant is defined as one that requires that you pay for expenses first and then you apply to the grantor for a reimbursement of the exact amount actually expended.

If it is a Reimbursable Grant, please enter Grantor contact information or the CID # if Grantor is already in the customer file:

Entity Name	Executive Office of Public Safety
Contact Person	Diane Perrier
Street Address	10 Park Plaza Suite 3720
City, State, Zip Code	Boston, MA 02116
Telephone	617-725-3301
Fax	617-725.0260
E-Mail	Diane.Perrier@state.ma.us

Actual Award Date 3/24/2017
Board Approval Date
Start Date SIGNED CONTRACT DATE
Expiration Date September 30, 2017
Renewal Action Date (optional)
If there are any Matching Funds:
Type
Percent
Amount

Comments re: Description/Purpose of Grant

Comments re: Conditions/Restrictions of Grant

If this is a Federal Grant, enter CFDA#:

If applicable enter the State ID # :DOC ID 2017SPRINGFIELDSTEPX

What is the required drawdown frequency?
(Ex: Monthly, Quarterly) QUARTERLY

If payment is to be sent by Grantor as a Wire,
Please enter any wire reference/identification # that may be used (if known)

Please list all object codes needed for the grant.
(Attach additional sheets if additional orgs and roll-ups are needed):

Org Code:
Object Codes: 506000 - $32,554.00
530105 - $
542300 - $

Budget Roll-Up Codes:

Requesting code to be 26932100 506000 69317

I hereby attest that under the penalties of Chapter 656, I will adhere to all regulations in this grant agreement. I am responsible for timely and accurate reimbursements in the amounts listed above.

_____ _____

Signature Date

Please attach the following documents:

- Signed Approval to Apply for a Grant Form
- Grant Award Letter
- City Council/Mayor Approval
- Any other relevant documentation

This Form and all relevant attachments will be scanned and attached in the Grant Maintenance module in MUNIS and can be viewed or printed at your convenience.

CT#20170605

SPRINGFIELD POLICE DEPARTMENT
130 Pearl Street
Springfield, Massachusetts 01105

AGREEMENT BETWEEN THE
COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF PUBLIC SAFETY – HIGHWAY SAFETY DIVISION

Contract ID: City of Springfield
Vendor Code: VC6000192140

FOR THE CONTRACTOR: CITY OF SPRINGFIELD POLICE DEPARTMENT

John R. Barbieri — 5-24-17
John R. Barbieri
Police Commissioner
Date

AB N/A
APPROVED TO APPROPRIATION:
Office of the City Comptroller — 5/25/17
Date

APPROVED TO FORM:
Law Department Designee — 5/24/17
Date

REVIEWED: (if Multiple Years)

N/A
CAFO
Date

APPROVED: 5/24/17
See grant signature page
Domenic J. Sarno
Mayor, City of Springfield
Date

Issued May 2004

COMMONWEALTH OF MASSACHUSETTS

CONTRACTOR AUTHORIZED SIGNATORY LISTING

CONTRACTOR LEGAL NAME: City of Springfield
CONTRACTOR VENDOR/CUSTOMER CODE: VC6000192140

PROOF OF AUTHENTICATION OF SIGNATURE

This page is optional and is available for a department to authenticate contract signatures. It is recommended that Departments obtain authentication of signature for the signatory who submits the Contractor Authorized Listing.

This Section MUST be completed by the Contractor Authorized Signatory in presence of notary.

Signatory's full legal name (print or type): **John R. Barbieri**

Title: **Police Commissioner**

X _____
Signature as it will appear on contract or other document (**Complete only in presence of notary**):

AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:

I, Dorothy M McNamara (NOTARY) as a notary public certify that I witnessed the signature of the aforementioned signatory above and I verified the individual's identity on this date:

May 24, 20 17.

My commission expires on: 7-7-17

DOROTHY M. McNAMARA
Notary Public
COMMONWEALTH OF MASSACHUSETTS
My Commission Expires
July 7, 2017

AFFIX NOTARY SEAL

I, _____ (CORPORATE CLERK) certify that I witnessed the signature of the aforementioned signatory above, that I verified the individual's identity and confirm the individual's authority as an authorized signatory for the Contractor on this date:

_____, 20 _____.

AFFIX CORPORATE SEAL

Issued May 2004

COMMONWEALTH OF MASSACHUSETTS

CONTRACTOR AUTHORIZED SIGNATORY LISTING

CONTRACTOR LEGAL NAME: City of Springfield
CONTRACTOR VENDOR/CUSTOMER CODE: VC6000192140

PROOF OF AUTHENTICATION OF SIGNATURE

This page is optional and is available for a department to authenticate contract signatures. It is recommended that Departments obtain authentication of signature for the signatory who submits the Contractor Authorized Listing.

This Section MUST be completed by the Contractor Authorized Signatory in presence of notary.

Signatory's full legal name (print or type): **Patrick Burns**

Title: **Comptroller**

X _____
Signature as it will appear on contract or other document (**Complete only in presence of notary**):

AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:

I, Kathleen T. Breck (NOTARY) as a notary public certify that I witnessed the signature of the aforementioned signatory above and I verified the individual's identity on this date:

May 25, 20 17.

My commission expires on: 5/13/22

AFFIX NOTARY SEAL

I, _____ (CORPORATE CLERK) certify that I witnessed the signature of the aforementioned signatory above, that I verified the individual's identity and confirm the individual's authority as an authorized signatory for the Contractor on this date:

_____, 20 _____.

AFFIX CORPORATE SEAL

Issued May 2004

COMMONWEALTH OF MASSACHUSETTS

CONTRACTOR AUTHORIZED SIGNATORY LISTING

CONTRACTOR LEGAL NAME: City of Springfield
CONTRACTOR VENDOR/CUSTOMER CODE: VC6000192140

PROOF OF AUTHENTICATION OF SIGNATURE

This page is optional and is available for a department to authenticate contract signatures. It is recommended that Departments obtain authentication of signature for the signatory who submits the Contractor Authorized Listing.

This Section MUST be completed by the Contractor Authorized Signatory in presence of notary.

Signatory's full legal name (print or type): **Kathleen Breck**

Title: **Deputy City Solicitor**

X _____
Signature as it will appear on contract or other document (**Complete only in presence of notary**):

AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:

I, Jennifer Marie Hall (NOTARY) as a notary public certify that I witnessed the signature of the aforementioned signatory above and I verified the individual's identity on this date:

May 26, 20 17.

My commission expires on: August 14, 2020

JENNIFER MARIE HALL NOTARY PUBLIC COMMONWEALTH OF MASSACHUSETTS MY COMMISSION EXPIRES AUGUST 14, 2020

AFFIX NOTARY SEAL

I, _____ (CORPORATE CLERK) certify that I witnessed the signature of the aforementioned signatory above, that I verified the individual's identity and confirm the individual's authority as an authorized signatory for the Contractor on this date:

_____, 20 _____.

AFFIX CORPORATE SEAL

Issued May 2004

COMMONWEALTH OF MASSACHUSETTS

CONTRACTOR AUTHORIZED SIGNATORY LISTING

CONTRACTOR LEGAL NAME: City of Springfield
CONTRACTOR VENDOR/CUSTOMER CODE: VC6000192140

PROOF OF AUTHENTICATION OF SIGNATURE

This page is optional and is available for a department to authenticate contract signatures. It is recommended that Departments obtain authentication of signature for the signatory who submits the Contractor Authorized Listing.

This Section MUST be completed by the Contractor Authorized Signatory in presence of notary.

Signatory's full legal name (print or type): **Domenic J. Sarno**

Title: **Mayor**

X Domenic J. Sarno
Signature as it will appear on contract or other document (**Complete only in presence of notary**):

AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:

I, Kathleen T. Breck (NOTARY) as a notary public certify that I witnessed the signature of the aforementioned signatory above and I verified the individual's identity on this date:

May 26, 20 17. Kathleen T. Breck

My commission expires on: 5/13/22

AFFIX NOTARY SEAL

I, _____ (CORPORATE CLERK) certify that I witnessed the signature of the aforementioned signatory above, that I verified the individual's identity and confirm the individual's authority as an authorized signatory for the Contractor on this date:

_____, 20 _____.

AFFIX CORPORATE SEAL

Fraser, Christopher

Subject: FW: FFY 2017 STEP Grant - Springfield
Attachments: FFY 2017 STEP Springfield $32,354.doc

Importance: High

From: Firlit, Deborah (EPS) [mailto:deborah.firlit@state.ma.us]
Sent: Monday, May 08, 2017 2:32 PM
To: Barbieri, John; Daniele, Carla
Cc: Elliott, Brian
Subject: FFY 2017 STEP Grant - Springfield
Importance: High

Good afternoon Commissioner Barbieri,

Attached is the FFY2017 STEP Grant contract for your review and signature.

While your application had requested $124,436.16, we can only award you **$32,354** at this time. When additional federal funds become available, we will amend the contract.

As soon as you return the original contract signed in blue ink, I will finish processing the paperwork. Until then, please note that we cannot reimburse you for any expenditures prior to your authorization contract date.

If any questions, please let me know.

Thank you.
Deb

Deborah Firlit
Program Coordinator
EOPSS/Highway Safety Division
Ten Park Plaza, Suite 3720
Boston, MA 02116
T: 617-725-3356 F: 617-725-0260
Deborah.Firlit@state.ma.us
Facebook | Twitter | Web | YouTube

CT dol 10602

COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM

This form is jointly issued and published by the Executive Office for Administration and Finance (ANF), the Office of the Comptroller (CTR) and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. Any changes to the official printed language of this form shall be void. Additional non-conflicting terms may be added by Attachment. Contractors may not require any additional agreements, engagement letters, contract forms or other additional terms as part of this Contract without prior Department approval. Click on hyperlinks for definitions, instructions and legal requirements that are incorporated by reference into this Contract. An electronic copy of this form is available at www.mass.gov/osc under Guidance For Vendors - Forms or www.mass.gov/osd under OSD Forms.

CONTRACTOR LEGAL NAME: City of Springfield, Police Department (and d/b/a):	**COMMONWEALTH DEPARTMENT NAME: Executive Office of Public Safety & Security** **MMARS Department Code: EPS**
Legal Address: (W-9, W-4,T&C): 36 Court Street, Springfield, MA 01103	**Business Mailing Address: 10 Park Plaza, Suite 3720, Boston, MA 02116**
Contract Manager: Carla Daniele	**Billing Address (if different):**
E-Mail: cdaniele@springfieldpolice.net	**Contract Manager: Diane Perrier**
Phone: 413-787-6147 **Fax: 413-787-6663**	**E-Mail: Diane.Perrier@state.ma.us**
Contractor Vendor Code: VC6000192140	**Phone: 617-725-3301** **Fax: 617-725-0260**
Vendor Code Address ID (e.g. "AD001"): AD001__. **(Note: The Address Id Must be set up for EFT payments.)**	**MMARS Doc ID(s): 2017SPRINGFIELDSTEPX** **RFR/Procurement or Other ID Number: Grant Application**

X NEW CONTRACT

PROCUREMENT OR EXCEPTION TYPE: (Check one option only)

__ Statewide Contract (OSD or an OSD-designated Department)
__ Collective Purchase (Attach OSD approval, scope, budget)
X Department Procurement (includes State or Federal grants 815 CMR 2.00) (Attach RFR and Response or other procurement supporting documentation)
__ Emergency Contract (Attach justification for emergency, scope, budget)
__ Contract Employee (Attach Employment Status Form, scope, budget)
__ Legislative/Legal or Other: (Attach authorizing language/justification, scope and budget)

___ CONTRACT AMENDMENT

Enter **Current Contract End Date *Prior*** to Amendment: _____, 20___.
Enter **Amendment Amount**: $ _____. (or "no change")

AMENDMENT TYPE: (Check one option only. Attach details of Amendment changes.)

__ Amendment to Scope or Budget (Attach updated scope and budget)
__ Interim Contract (Attach justification for Interim Contract and updated scope/budget)
__ Contract Employee (Attach any updates to scope or budget)
__ Legislative/Legal or Other: (Attach authorizing language/justification and updated scope and budget)

The following COMMONWEALTH TERMS AND CONDITIONS (T&C) has been executed, filed with CTR and is incorporated by reference into this Contract.

X Commonwealth Terms and Conditions __ Commonwealth Terms and Conditions For Human and Social Services

COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00.
__ Rate Contract (No Maximum Obligation. Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.)
X Maximum Obligation Contract Enter Total Maximum Obligation for total duration of this Contract (or ***new*** Total if Contract is being amended). $ 32,354.00_____.

PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting **accelerated** payments must identify a PPD as follows: Payment issued within 10 days __% PPD; Payment issued within 15 days __ % PPD; Payment issued within 20 days __ % PPD; Payment issued within 30 days __% PPD. If PPD percentages are left blank, identify reason: X agree to standard 45 day cycle __ statutory/legal or Ready Payments (G.L. c. 29, § 23A); __ only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)

BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.)

FFY2017 Sustained Traffic Enforcement Program (STEP)
OP-17-07-13/MAP21405b = $8,088.50 **OP-17-07-13/FASTACT405b = $8,088.50**
AL-17-13-13/MAP21405d = $8,088.50 **AL-17-13-13/FASTACT405d = $8,088.50**

ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations:

X 1. may be incurred as of the Effective Date (latest signature date below) and **no** obligations have been incurred **prior** to the Effective Date.
__ 2. may be incurred as of _____, 20___, a date **LATER** than the Effective Date below and **no** obligations have been incurred **prior** to the Effective Date.
__ 3. were incurred as of _____, 20___, a date **PRIOR** to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.

CONTRACT END DATE: Contract performance shall terminate as of 09/30____, 2017___, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.

CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the **"Effective Date"** of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor makes all certifications required under the attached Contractor Certifications (incorporated by reference if not attached hereto) under the pains and penalties of perjury, agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form including the Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07, incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.

AUTHORIZING SIGNATURE FOR THE CONTRACTOR:

X: Eugene Sarno Date: 5/26/17

(Signature and Date Must Be Handwritten At Time of Signature)

Print Name:Domenic J. Sarno Domenic J. Sarno

Print Title: _Mayor, City of Springfield, MA

AUTHORIZING SIGNATURE FOR THE COMMONWEALTH:

X: _____. Date: _____.

(Signature and Date Must Be Handwritten At Time of Signature)

Print Name: Angela F.F. Davis

Print Title: Executive Director, Office of Grants & Research

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Melanie Acobe
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4048

Mass Multi-City Young Children's Mental Health System of Care (SOC) Planning Project Grant Increase - No Match Required $22,000 (Mayor Sarno)

WHEREAS, the Health and Human Services Department ("Department") has been awarded Mass Multi-City Young Children's Mental Health System of Care (SOC) Planning Project" grant increase of $22,000.00 from the Boston Public Health Commission and

WHEREAS, the purpose of the grant is to develop strategic plans to improve local services for children ages 0-9 with serious emotional disturbances and their families; and

WHEREAS, the Department intends to use the grant funds to provide eligible parents stipends, transportation and childcare. The grant funds will also be used for travel reimbursement, consultant fee, clerical support, focus group stipends and food; and

WHEREAS, the Department has accepted the grant and requests authorization from the City Council and the Mayor to expend the grant funds listed below for the purposes of such grants; and

WHEREAS, the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, has certified that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the City Council Order authorizing the expenditure of the grant funds listed herein, subject to the approval of the Mayor, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, acting pursuant to Mass. Gen. Laws ch. 44, sec. 53A, that the City Council approves the expenditure by the Department of the grant funds listed below for the purposes of such grant, subject to the approval of the Mayor, and the grant funds received shall be deposited with the City Treasurer and held as a separate account and may be expended for the purposes of the grant without further appropriation:

Mass Multi-City Young Children's Mental Health System of Care (SOC) Planning Project Grant Increase - No Match Required $22,000

REQUEST FOR GRANT SETUP

This form and the required attachments are required by the Office of the City Comptrollers before a Grant Fund and related accounts will be created in MUNIS. Please do not use this form for requesting a non-grant related account to be created – use the Request for New Account form instead. Please return this form and the required attachments to the Office of the City Comptrollers.

All fields are mandatory.

Date of Request	5/12/2017
Department Requesting Grant Setup	SHHS
Department Phone # (Please include extension)	6710
Name and Title of Person to Contact in Case of Questions	LORENE
Was this Grant previously setup for a prior fiscal year?	YES
If yes, please indicate your previous project number:	16937

If this is a new Grant, have you filled out the "Approval to apply for a grant" Form?
(Y/N) If yes, please attach a copy of the Approved Form.

Grant Type:
State – Highway
Federal Pass-Through DOE– School
Federal Direct– School
Federal – City
State DOE– School
State Other – School
State – City
xx Private/Other

Grant Name: MULTI CITY

Total Grant Amount Awarded: $ 22,000 (ADDITIONAL AWARD FOR FY 17)

Attachment: Multi City Grant Increase (4048 : FY17 Mass Multi City Grant Increase- No Match Required $22,000)

Is this a Reimbursable Grant? (Y/N) YES
A Reimbursable Grant is defined as one that requires that you pay for expenses first and then you apply to the grantor for a reimbursement of the exact amount actually expended.

If it is a Reimbursable Grant, please enter Grantor contact information or the CID # if Grantor is already in the customer file:

Entity Name	BOSTON PUBLIC HEALTH COMMISSION
Contact Person	CHRISTY MOULIN
Street Address	1010 MASSACHUSETTS AVE
City, State, Zip Code	BOSTON, MA 02118
Telephone	617-534-2631
Fax	857-288-2235
E-Mail	cmoulin@bphc.org

Actual Award Date 4/15/2017
Board Approval Date
Start Date 9/30/2017
Expiration Date
Renewal Action Date (optional)
If there are any Matching Funds:
Type
Percent
Amount
Is there any Leverage? HUD FUNDING ONLY
Source
Amount

Comments re: Description/Purpose of Grant
Multi City System of Care

Comments re: Conditions/Restrictions of Grant
See Budget

If this is a Federal Grant, enter CFDA#:

If applicable enter the State ID # :

What is the required drawdown frequency?
(Ex: Monthly, Quarterly) Monthly

If payment is to be sent by Grantor as a Wire,
Please enter any wire reference/identification # that may be used (if known)

Attachment: Multi City Grant Increase (4048 : FY17 Mass Multi City Grant Increase- No Match Required $22,000)

Please list all object codes needed for the grant.
(Attach additional sheets if additional orgs and roll-ups are needed):

Org Code: 26965200

Object Codes: 530105 / 531020 / 542010 / 551700 / 571100 /

Budget Roll-Up Codes: YES

I hereby attest that under the penalties of Chapter 656, I will adhere to all regulations in this grant agreement. I am responsible for timely and accurate reimbursements in the amounts listed above.

Signature

Date 5/12/2017

Please attach the following documents:

- Signed Approval to Apply for a Grant Form
- Grant Award Letter
- City Council/Mayor Approval
- Any other relevant documentation

This Form and all relevant attachments will be scanned and attached in the Grant Maintenance module in MUNIS and can be viewed or printed at your convenience.

Attachment: Multi City Grant Increase (4048 : FY17 Mass Multi City Grant Increase- No Match Required $22,000)

Amendment #1

Contract 20170304

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
Health Human Services			ADS	4/10/2017
City Comptroller	MCS	4/21/17	MCS	4/24/17
Law	PP	4-25-17	PP	4-28-17
Mayor	MM	4-26-17	MM	4-27-17
City Comptroller			MM	4/27/17
Health Human Services				

Vendor No.: 77777 Contract No.: 20170304 Contract Date: 10/1/2016

Contract Amt.: $220,000.00 Issue Date: 10/1/2016 Renewal Date:

Appropriation Code1:
Appropriation Code2:
Appropriation Code3:
Appropriation Code4:

Description of Funding Source: BOSTON PUBLIC HEALTH COMMISSION

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

Vendor Name: BOSTON PUBLIC HEALTH COMMISSION

Contract Type: Grant

Contract Purpose: To fund Young Children's Mental Health

Originating Dept.: SDHHS

Expiration Date: 9/30/2017 Amendment Date: Extension Date:

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

Attachment: Multi City Grant Increase (4048 : FY17 Mass Multi City Grant Increase- No Match Required $22,000)

COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF HEALTH AND HUMAN SERVICES
DEPARTMENT OF PUBLIC HEALTH

STANDARD CONTRACT AMENDMENT FORM,
Signature page, continued

FOR THE CONTRACTOR,
CITY OF SPRINGFIELD,
acting by and through its
DEPARTMENT OF HEALTH AND HUMAN SERVICES:
(Vendor Code #VC60000192140)

Helen Caulton-Harris
Director, Department of Health and Human Services
Date signed: 4/4/2017

Approved as to appropriation: N/A

City Comptroller
Date signed: 4/24/17

Approved as to form:

City Solicitor
Date signed: 4-25-17

Attachment: Multi City Grant Increase (4048 : FY17 Mass Multi City Grant Increase- No Match Required $22,000)

THE CITY OF
SPRINGFIELD, MASSACHUSETTS

MEMORANDUM

To: Domenic J. Sarno, Mayor

From: Helen R. Caulton-Harris, Commissioner
Division of Health/Human Services

Date: April 11, 2017

Amendment #1
C#20176304

Enclosed please find contract amendment from Boston Public Health Commission for our Multi City grant program.

If you have any questions, I can be reached at (413) 787-6456.

Attachment: Multi City Grant Increase (4048 : FY17 Mass Multi City Grant Increase- No Match Required $22,000)

BOSTON PUBLIC HEALTH COMMISSION

AMENDMENT TO CONTRACT #1

The contract entered into between the Boston Public Health Commission and City of SPringfield,

SSN or EIN _____, on 10/01/2016, is hereby amended to:

Increase budget to administer Family Engagement Summit ($12,000) and SOC Improvement projects ($10,000).

. Other than the changes set forth above all other terms and conditions of the contract entered into between the parties on 10/01/2016 shall remain in full force and effect and are hereby incorporated herein.

All alterations or additions, materials or otherwise, to the terms and conditions of this Amendment must be in writing and signed by the Official and the Contractor.

This Amendment is subject to the availability of an appropriation therefore.

This Amendment and the Contract Documents of FY17018049 constitute the entire agreement of the parties and supersedes any and all oral agreements and negotiations between the parties relating to the subject matter contained herein.

The Boston Public Health Commission and City of Springfield, the Contractor, hereby cause this instrument to be executed by their duly authorized officers as of the 15 day of April, 2017.

Boston Public Health Commission

Monica Valdes Lupi, JD, MPH
Executive Director

Date ___/___/_____

Contractor

Printed Name: Domenic J. Sarno

Title: Mayor

Date: 4/26/17

Approved as to form:

Office of the General Counsel

* A contract that has expired cannot be amended.

Attachment: Multi City Grant Increase (4048 : FY17 Mass Multi City Grant Increase- No Match Required $22,000)

Budget Ammendment for City of Springfield
System of Care Grant

Family Engagement Summit	**Cost**
Venue: Forest Park	$584
Forest Park Zoo tickets for 256 people	$1,480
Food for 326 people (256 family/40 vendors/30 grant staff)	$815
Tent from Mike Party Rental: 256 people cap.	$3,105
Double Decker Bus for Park Tour	$550
Bus for Boston/ Worcester families (54 seats)	$1,425
T-shirts	$1,550
Paid Vendor (parent activity)	$390
Paid Vendor (dance)	$250
Paid Vendor (art workshop)	$362
Family Support Items	$1,490
Subtotal:	**$12,000**
System of Care Improvement Project	**10,000**
Total budget increase	$22,000

Attachment: Multi City Grant Increase (4048 : FY17 Mass Multi City Grant Increase- No Match Required $22,000)

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Melanie Acobe
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4051

TJO Donations- $19,114.18 (Mayor Sarno)

WHEREAS, the Thomas J. O'Connor Animal Control and Adoption Center has been awarded donations totaling $19,114.18 from various individuals; and

WHEREAS, the funds provided by the donors were designated for the Thomas J. O'Connor Donation Fund; and

WHEREAS, the Department has accepted the donation and requests authorization from the City Council and the Mayor to expend the donation funds listed in "TJO Donations"; and

WHEREAS, the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, has certified that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the City Council Order authorizing the expenditure of the donation funds listed herein, subject to the approval of the Mayor, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, acting pursuant to Mass. Gen. Laws Ch. 44, sec 53A, that the City Council approves the expenditure by the Department of the donation funds listed below for the purposes of such donation, subject to the approval of the Mayor, and the donation funds received shall be deposited with the City Treasurer and held as a separate account and may be expended for the purposes of the donation without further appropriation:

TJO Donations- $19,114.18

ORG	OBJECT	DESCRIPTI	YEAR	PER	JOURNAL	EFF DATE	SRC	T	REF1
'29812925	'483000	'DONATIOI	2017	'11	' 2841	'05/22/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'11	' 1787	'05/15/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'11	' 1115	'05/10/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'11	' 524	'05/02/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'10	' 2555	'04/25/201	CRP	1	'520
'29812925	'483000	'DONATIOI	2017	'10	' 1583	'04/19/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'10	' 1390	'04/10/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'10	' 285	'04/04/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'09	' 2443	'03/29/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'09	' 1827	'03/21/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'08	' 1479	'02/21/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'08	' 1187	'02/14/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'08	' 796	'02/07/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'07	' 2287	'01/31/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'07	' 1967	'01/24/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'07	' 1421	'01/17/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'07	' 697	'01/10/201	CRP	1	'520
'29812925	'483000	'DONATIOI	2017	'07	' 361	'01/04/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'07	' 361	'01/04/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'07	' 361	'01/04/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'06	' 2661	'12/28/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'06	' 2661	'12/28/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'06	' 2496	'12/21/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'06	' 1774	'12/14/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'06	' 1774	'12/14/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'06	' 630	'12/06/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'06	' 630	'12/06/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'05	' 1653	'11/15/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'05	' 1653	'11/15/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'05	' 1129	'11/09/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'05	' 222	'11/02/201	CRP	1	'520
'29812925	'483000	'DONATIOI	2017	'04	' 1456	'10/17/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'04	' 314	'10/05/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'03	' 2444	'09/27/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'03	' 501	'09/06/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'02	' 1328	'08/16/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'02	' 835	'08/09/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'02	' 101	'08/02/201	CRP	1	'520
'29812925	'483000	'DONATIOI	2017	'01	' 1088	'07/19/201	CRP	1	'292
'29812925	'483000	'DONATIOI	2017	'01	' 627	'07/12/201	CRP	1	'292

TOTAL DONATIONS

Attachment: TJO Donations (4051 : TJO Donations - $19,114.18)

PO/REF2	AMOUNT
'4710263	($430.00)
'4700102	($200.00)
'4673710	########
'4665988	($451.38)
'4656016	($605.00)
'4621869	($124.00)
'4617573	($130.00)
'4589946	($65.00)
'4572398	($89.00)
'4543864	($120.00)
'4491439	($20.00)
'4488252	($127.00)
'4487568	########
'4477158	($824.71)
'4449968	($185.00)
'4442078	($700.00)
'4435943	($10.00)
'4430364	($170.00)
'4430366	($700.00)
'4430367	($85.00)
'4426352	($250.00)
'4426354	($184.00)
'4425058	($40.00)
'4420728	($15.00)
'4420729	($50.00)
'4412518	($25.00)
'4412519	($5.00)
'4404617	($30.00)
'4404619	($126.00)
'4401820	($65.00)
'4393436	($25.00)
'4357368	($80.00)
'4343486	($5.00)
'4339512	($100.00)
'4329854	($235.00)
'4316714	($20.00)
'4311164	($25.00)
'4293499	########
'4261399	($20.00)
'4255559	($5.00)
	########

Attachment: TJO Donations (4051 : TJO Donations - $19,114.18)

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Melanie Acobe
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4050

Mass in Motion Grant Increase - No Match Required $10,000 (Mayor Sarno)

WHEREAS, the Department of Health and Human Services ("Department") has been awarded a "Mass in Motion Municipal Wellness and Leadership Grant" increase of $10,000 from Health New England, Inc; and

WHEREAS, the funding is provided to improve policy, systems, and environmental conditions that impact the health of the community; and

WHEREAS, the Department intends to use the funds during the period October 1, 2014 through September 30, 2017 to continue to support healthier eating and active living; and

WHEREAS, the Department has accepted the grant increase and requests authorization from the City Council and the Mayor to expend the grant funds listed below for the purposes of such grants; and

WHEREAS, the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, has certified that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the City Council Order authorizing the expenditure of the grant funds listed herein, subject to the approval of the Mayor, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, acting pursuant to Mass. Gen. Laws ch. 44, sec. 53A, that the City Council approves the expenditure by the Department of the grant funds listed below for the purposes of such grant, subject to the approval of the Mayor, and the grant funds received shall be deposited with the City Treasurer and held as a separate account and may be expended for the purposes of the grant without further appropriation:

Mass in Motion Grant Increase - $10,000

REQUEST FOR GRANT SETUP

This form and the required attachments are required by the Office of the City Comptrollers before a Grant Fund and related accounts will be created in MUNIS. Please do not use this form for requesting a non-grant related account to be created – use the Request for New Account form instead. Please return this form and the required attachments to the Office of the City Comptrollers.

All fields are mandatory.

Date of Request	5/12/2017
Department Requesting Grant Setup	SHHS
Department Phone # (Please include extension)	6710
Name and Title of Person to Contact in Case of Questions	Lorene Leembruggen

Was this Grant previously setup for a prior fiscal year? YES
If yes, please indicate your previous project number: 19536

If this is a new Grant, have you filled out the "Approval to apply for a grant" Form?
(Y/N) If yes, please attach a copy of the Approved Form.

Grant Type:

	State – Highway
	Federal Pass-Through DOE– School
	Federal Direct– School
	Federal – City
	State DOE– School
	State Other – School
	State – City
xxx	Private/Other

Grant Name: MIM – Health New England/ Safe Parks

Total Grant Amount Awarded: $10,000.00

Attachment: Mass in Motion Increase (4050 : Mass in Motion Grant Increase - No Match Required $10,000)

Is this a Reimbursable Grant? (Y/N) NO – Check Received
A Reimbursable Grant is defined as one that requires that you pay for expenses first and then you apply to the grantor for a reimbursement of the exact amount actually expended.

If it is a Reimbursable Grant, please enter Grantor contact information or the CID # if Grantor is already in the customer file:

Entity Name	Health New England
Contact Person	
Street Address	One Monarch Place
City, State, Zip Code	Springfield, MA 01144-1500
Telephone	
Fax	
E-Mail	

Actual Award Date	5/4/2017
Board Approval Date	
Start Date	10/1/2016
Expiration Date	9/30/2017

Renewal Action Date (optional)
If there are any Matching Funds:
Type
Percent
Amount
Is there any Leverage? HUD FUNDING ONLY
Source
Amount

Comments re: Description/Purpose of Grant
Safe Parks Initiative- Health New England

Comments re: Conditions/Restrictions of Grant

If this is a Federal Grant, enter CFDA#:

If applicable enter the State ID # :

What is the required drawdown frequency?
(Ex: Monthly, Quarterly) **Check received 5/4/2017- # 145696**

If payment is to be sent by Grantor as a Wire,
Please enter any wire reference/identification # that may be used (if known) N/A

Attachment: Mass in Motion Increase (4050 : Mass in Motion Grant Increase - No Match Required $10,000)

Please list all object codes needed for the grant.
(Attach additional sheets if additional orgs and roll-ups are needed):

Org Code: 29955200

Object Codes: 530105

Budget Roll-Up Codes:

I hereby attest that under the penalties of Chapter 656, I will adhere to all regulations in this grant agreement. I am responsible for timely and accurate reimbursements in the amounts listed above.

Signature

5/17/2017
Date

Please attach the following documents:

- Signed Approval to Apply for a Grant Form
- Grant Award Letter
- City Council/Mayor Approval
- Any other relevant documentation

This Form and all relevant attachments will be scanned and attached in the Grant Maintenance module in MUNIS and can be viewed or printed at your convenience.

Attachment: Mass in Motion Increase (4050 : Mass in Motion Grant Increase - No Match Required $10,000)

HEALTH NEW ENGLAND, INC.
OPERATING ACCOUNT
ONE MONARCH PLACE,
SPRINGFIELD, MA 01144-1500

BANK OF AMERICA
56022.BOSTON, MA
5-13
110

14569

145696

*TEN THOUSAND AND XX / 100

	DATE	AMOUNT
	5/4/2017	*********10,000.00*

PAY TO THE ORDER OF:

MASS IN MOTION
c/o DEPARTMENT OF HEALTH
1145 MAIN STREET SUITE 208
SPRINGFIELD, MA 01103

CHA563

Attachment: Mass in Motion Increase (4050 : Mass in Motion Grant Increase - No Match Required $10,000)

Leembruggen, Lorene

From: Bland, Benjamin
Sent: Wednesday, May 17, 2017 11:09 AM
To: Leembruggen, Lorene
Subject: FW: Safe Parks funding request

Hi sister,
Please see below email

Benjamin L. Bland III
Mass in Motion Program Coordinator
Department of Health & Human Services
1145 Main Street, Suite 208
Springfield, MA 01103
413-750-2720 (P)
413-787-6458 (F)

From: Danek, Judith [mailto:jdanek@hne.com]
Sent: Tuesday, April 04, 2017 1:13 PM
To: Bland, Benjamin
Cc: Bruno, Kathleen
Subject: RE: Safe Parks funding request

HI Ben,
Thanks for your note. Health New England will support the program at the $10,000 level again this year. We are very excited to partner with Mass in Motion again on such an important program!
I need your help – I have the request, but would you please send me your program flyer or other info so I can share the details with our leadership team? It doesn't translate very successfully from the sponsor request form.

Regards,
Judith

Attachment: Mass in Motion Increase (4050 : Mass in Motion Grant Increase - No Match Required $10,000)

HEALTH NEW ENGLAND, INC.
OPERATING ACCOUNT
ONE MONARCH PLACE,
SPRINGFIELD, MA 01144-1500

BANK OF AMERICA
56022.BOSTON, MA
5-13
110

14569

145696

*TEN THOUSAND AND XX / 100

DATE	AMOUNT
5/4/2017	*********10,000.00*

PAY TO THE ORDER OF:

MASS IN MOTION
c/o DEPARTMENT OF HEALTH
1145 MAIN STREET SUITE 208
SPRINGFIELD, MA 01103

CHA563

Attachment: Mass in Motion Increase (4050 : Mass in Motion Grant Increase - No Match Required $10,000)

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Melanie Acobe
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4047

FY17 State Aid to Public Library Increase- No Match Required $9,549.14 (Mayor Sarno)

WHEREAS, the Library Department has been awarded an increase to the FY17 State Aid to Public Libraries totaling $9,549.14 from the Commonwealth of Massachusetts Board of Library Commissioners; and

WHEREAS, the State Aid to the Public Libraries is an integral part of the Board of Library Commissioners responsibility to support, develop, coordinate, improve and promote library services throughout the Commonwealth. The Board also strives to provide every resident of the Commonwealth with full and equal access to the library information resources regardless of geographic locations, social or economic status, age, level of physical or intellectual ability or cultural background; and

WHEREAS, the Department intends to use the state aid to provide funding for, Printing and Binding, Library Materials, Library programs, Professional Development, and Salary and Wages; and

WHEREAS, the Department has accepted the grant increase and requests authorization from the City Council and the Mayor to expend the grant funds listed below for the purposes of such grants; and

WHEREAS, the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, has certified that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the City Council Order authorizing the expenditure of the grant funds listed herein, subject to the approval of the Mayor, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, acting pursuant to Mass. Gen. Laws ch. 44, sec. 53A, that the City Council approves the expenditure by the Department of the grant funds listed below for the purposes of such grant, subject to the approval of the Mayor, and the grant funds received shall be deposited with the City Treasurer and held as a separate account and may be expended for the purposes of the grant without further appropriation.

FY17 State Aid to Public Library Increase - No Match Required $9,549.14

Attachment: Library State Aid Increase (4047 : FY17 State Aid to Public Library Increase - No Match

Massachusetts Libraries

BOARD OF LIBRARY COMMISSIONERS

Paddl
$9,549.14

April 26, 2017

Stephen Cary, Trustee Chair
87 Pinewood Ave.
Springfield, MA 01108

re: Springfield City Library

The Board of Library Commissioners is pleased to issue a second and final State Aid to Public Libraries award to the City of Springfield in these amounts:

FY2017 Library Incentive Grant (LIG)	**$ 51,051.08**
FY2017 Municipal Equalization Grant (MEG)	**$ 95,017.39**
FY2017 Nonresident Circulation Offset Award	**$ 4,219.22**
Total	**$150,287.69**

The state treasurer's office will issue this payment as an electronic transfer within the next few weeks.

Springfield will have received a total of $291,026.24 in FY2017 State Aid to Public Libraries funds.

State Aid to Public Libraries may not be used toward meeting the Municipal Appropriation Requirement, as stated in Chapter 133, Acts of 2016 of the Massachusetts Legislature. Annual state budget language also requires that "any payment made under this item shall be deposited with the treasurer of the city or town and held as a separate account and shall be expended by the public library of such city or town without appropriation" (Ch. 133, Acts of 2016).

We have notified your municipal treasurer about this FY2017 State Aid to Public Libraries payment. However, you should contact the treasurer and/or accountant about the award amounts and confirm that the funds will be made available to the library.

Sincerely,

Dianne L. Carty

Dianne L. Carty
Director

cc: Springfield City Library, Springfield
Treasurer, the City of Springfield

Massachusetts Board of Library Commissioners
98 N. Washington St., Suite 401, Boston, MA 02114
P:800-952-7403(in-state only)
P:617-725-1860
F:617-725-0140

mass.gov/libraries
(consumer portal)

mass.gov/mblc
(agency site)

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Jennifer Whisher
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4037

Collective Bargaining Agreement Ratification - IAFF 648 (Mayor Sarno)

WHEREAS, the City's Labor Relations Director has received confirmation from the International Association of Firefighters, AFL-CIO Local 648 (IAFF 648), that this bargaining unit has ratified new collective bargaining agreements for the time period of July 1, 2016 to June 30, 2017 and July 1, 2017 to June 30, 2020 with the City of Springfield; and

WHEREAS, the Labor Relations Department is requesting that the City Council approve the terms of the Collective Bargaining Agreement, which are described in a letter from the Labor Relations Director and Memorandum from the Chief Administrative and Financial Officer, which are attached hereto; and

WHEREAS, the Agreement includes wage increases effective and retroactive July 1, 2016 of two percent (2%); and

WHEREAS, the Agreement includes wage increases effective July 1, 2017 of two percent (2%); and

WHEREAS, the Agreement includes wage increases effective July 1, 2017 of one and one half percent (1.5%); and

WHEREAS, the Agreement includes wage increases effective July 1, 2018 of two percent (2%); and

WHEREAS, the Agreement includes wage increases effective July 1, 2019 of two percent (2%); and

WHEREAS, the Chief Administrative and Financial Officer has certified that after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as amended by Section 1 of Chapter 468 of the Acts of 2008;

NOW THEREFORE, the City Council hereby approves the report of the Labor Relations Director regarding the ratification of the collective bargaining agreement between the City of Springfield and the International Association of Firefighters, AFL-CIO Local 648 (IAFF 648), and the terms thereof, as described in the attached documents, for the time period of July 1, 2016 through June 30, 2020.

Human Resources
&
Labor Relations
36 Court Street, Room 005
Springfield, MA 01103
413-787-6068 (phone)
413-787-6572 (fax)

THE CITY OF
SPRINGFIELD, MASSACHUSETTS

May 24, 2017

To the Springfield City Council

Please be advised that this department has received confirmation from the representative of the **International Association of Firefighters, AFL-CIO Local 648 (IAFF 648)**, that this bargaining unit has ratified new collective bargaining agreements for the time period of July 1, 2016 to June 30, 2017 and July 1, 2017 to June 30, 2020 with the City of Springfield.

We hereby submit to you this report for approval by the City Council which reflects the following wage increases in **IAFF 648's wage scale**.

Wage Increases:	Effective and retroactive July 1, 2016	Two percent (2%)
	Effective July 1, 2017	Two percent (2%) and One and a half percent (1.5%)
	Effective July 1, 2018	Two percent (2%)
	Effective July 1, 2019	Two percent (2%)

Effective July 1, 2017, the per hour rates for Fire Watch Duty shall be increased by four dollars ($4.00) and rates for holidays, New Year's Eve and Christmas Eve shall be increased by eight dollars ($8.00).

Additionally, we have restructured the attendance incentive bracket money effective July 1, 2017, and individuals who have accumulated sick leave hours of 750 to no more than 1799 will receive $415.00 dollars.

In regards to longevity and related to the above, effective December 31, 2017 any bargaining unit member who has completed at least twelve (12) years of continuous service with the City of Springfield and who as of December 31st of any year this contract is in force has accrued one thousand eight hundred hours of sick leave will be entitled to a three percent (3%) weekly adjustment of his weekly rate of pay. Additionally, any bargaining unit member who has completed at least seventeen (17) years of continuous service with the City of Springfield and who has as of December 31st of any year this contract is in force has accrued three thousand hours of sick leave will be entitled to a four percent (4%) weekly adjustment of his weekly rate of pay.

Effective July 1, 2017, any employee who is directed by the Commissioner or his designee, the Deputy Chief, the District Chief or an Employee acting as the District chief to perform the duties and assume the authority and responsibilities of a Lieutenant, Captain, or District Chief for a full

Attachment: 2017-05-24 Letter to City Council re IAFF (4037 : Collective Bargaining Agreement Ratification - IAFF 648)

tour of duty shall be paid an increase of ten dollars ($10.00) over the current rate for working out of grade.

There will also be an increase of pay from seven dollars ($7.00) to twelve dollars ($12.00) for any employee of the bargaining unit regularly assigned to any station who is temporarily transferred by the Employer to duty at another station or to duty as an inspector, member of the Department's City Arson Squad or to Duty at the Department's Training School.

Effective July 1, 2018 all current employees and all new employees hired on or after July 1, 2018 will receive four (4) golf style shirts with Department insignia.

A financial order reflecting the cost of the wage increase is attached.

In accordance with the Acts of 656 of 1989, the Chief Financial Officer must give in writing his opinion relative to the financial impact of the agreement on the existing level of municipal services.

If any other questions exist please feel free to contact this office.

Sincerely,

William E. Mahoney
Director of Human Resources & Labor Relations
cc: Mayor Domenic J. Sarno
cc: T.J. Plante, CAFO
cc: File

Attachment: 2017-05-24 Letter to City Council re IAFF (4037 : Collective Bargaining Agreement Ratification - IAFF 648)

TENTATIVE AGREEMENT

BETWEEN

THE CITY OF SPRINGFIELD, MA

AND

IAFF LOCAL #648

The parties agree that the below is a tentative agreement on the entire successor agreements.

Art. 10.01 Subject to the provisions of the General Laws Chapter 31, Section 58, all members of the bargaining unit originally hired before July 8, 2017 shall be required to maintain their residence in the city of Springfield or within ten miles of the city of Springfield as measured from the employee's residence to the nearest border of Springfield.

Art. 10.02 Employees hired on or after July 8, 2017 shall be required to maintain their residence in the City of Springfield for a period not to exceed ten (10) years from the date of hire, after which the provisions of section 10.01 of this article shall apply.

Art. 11.03 The regular work week for members of the Fire Prevention Bureau, the Fire Repair Division and the Training Division shall be thirty-seven and one-half (37½) hours per week for the duration of the Agreement.

Art. 14.d.1 The City and Local 648 agree that the following rates of compensation for Fire Watch Duty shall be paid to members of Local 648 who perform Fire Watch Duty.

(1) Rates for Fire Watch Duty, except as provided below, shall be one and one half of the hourly rate of the highest step of pay for classification 2320 as identified in Article 44 of this Agreement. The determination of said hourly rate shall be based on the Weekly Rate of pay as defined in Paragraph 1.02 of Article 1, Preamble and Definition and includes the appropriate night differential of said classification 2320. Effective July 1, 2017 this rate shall be increased by Four Dollars ($4.00).

(2) Rates for holidays and New Year's Eve and Christmas Eve shall be double the hourly rate of the highest step of pay for classification 2320 as identified in Article 44 of this Agreement. The

Attachment: 2017-05-22 IAFF TA - EXECUTED (4037 : Collective Bargaining Agreement Ratification - IAFF 648)

determination of said hourly rate shall be based on the Weekly Rate of Pay as defined in Paragraph 1.02 of Article 1, Preamble and Definition and includes the appropriate night differential of said classification 2320. Effective July 1, 2017 this rate shall be increased by Eight Dollars ($8.00).

Art. 24.09 All Employees who have actually worked for the Department for at least twelve (12) months and who have the minimum number of accumulated sick leave hours (750) shall be eligible to participate in a productivity and attendance incentive program subject to the following terms and conditions:

Eligibility Bracket Based on Threshold Hours as of December 31st of each year		Annual Monetary Incentive
(A)	750 to 1499 sick leave hours	$258.00
(B)	1500 to 2,249 sick leave hours	$373.00
(C)	2,250 to 2,999 sick leave hours	$488.00
(D)	3,000 or more hours	$631.00

Effective July 1, 2001:

Eligibility Bracket Based on Threshold Hours as of December 31st of each year		Annual Monetary Incentive
(A)	750 to 1499 sick leave hours	$285.00
(B)	1500 to 2,249 sick leave hours	$415.00
(C)	2,250 to 2,999 sick leave hours	$540.00
(D)	3,000 or more hours	$700.00

Attachment: 2017-05-22 IAFF TA - EXECUTED (4037 : Collective Bargaining Agreement Ratification - IAFF 648)

Effective July 1, 2017:

Eligibility Bracket Based on Threshold	Annual
Hours as of December 31st of each year	Monetary Incentive
(A) 750 to no more than 1799 sick leave hours	$415.00

The Measuring period, as used in the table immediately above, and for any increase due under Art. 46.03 and 46.04, shall be the 12 calendar months beginning 8:00 am January 1 of each year and ending 7:59 am January 1 of the next succeeding year.

On December 31, 1984 and on every December 31, thereafter, a determination will be made as to whether or not an employee is entitled to participation in the productivity and attendance incentive program and if so, what bracket the individual is to be so categorized. Such yearly earned monetary compensation shall be vested with the employee on the immediately following January 1, and shall be paid to the employee in accordance with Article 24.10.

Art. 28.01 effective 7-1-18 delete "Summer Short sleeve shirt (with Department insignia supplied or attached) and 1 short sleeve shirt, night hitch boots, night hitch" and replace with "Effective 7-1-18 Four (4) golf style shirts with Department insignia for all then current employees and all new employees hired on or after 7-1-18. Each subsequent year two (2) golf style shirts with department insignia shall be issued."

28.01 There shall be appropriated by the City of Springfield in its budget for the Fire Department in the fiscal year such sums as are reasonably adequate for the purchase and replacement of the following items for Employees:

1. Day Boots

Attachment: 2017-05-22 IAFF TA - EXECUTED (4037 : Collective Bargaining Agreement Ratification - IAFF 648)

2. Uniform Blouse (with department insignia supplied or attached)
3. Dress uniform trousers
4. Fire coat and appropriate dress outer coat, with removable liner (quilt type and jacket type) for warmth
5. Uniform Cap
7. Fire Helmet
8. Safety Gloves
9. Work pants (one pair per fiscal year)
10. Summer Short Sleeve Shirt (with department insignia supplied or attached)
11. 1 Short Sleeve Shirt
12. Dress Uniform Shirt
13. Sweat Shirt
14. Two blue T-shirts (with Springfield Fire Department emblem)

Effective July 1, 2018 delete the current item 10 (Summer Short Sleeve Shirt) and the current item 11 (Short Sleeve Shirt) and replace those items with a new item 10 as follows:

10. 4 golf style shirts with department insignia to be distributed to all then current employees and all new employees hired on or after July 1, 2018. After an initial allotment of 4 golf style shirts employees will receive an additional 2 golf style shirts each subsequent year.

Art. 30.03 As to the members of the bargaining unit who work rotating shifts and who are required and who actually work between the hours beginning 1800 the day before the holiday and 0800 the day of the holiday, the Employer agrees to pay eleven forty-seconds (11/42) of the then effective weekly compensation. The provisions of this paragraph will only apply to the following three (3) holidays:

1) *Thanksgiving Day*

2) *Christmas Day*

3) *New Year's Day*

Art. 31.01 An Employee who is directed by the Commissioner or his designee, the Deputy Chief, the District Chief or an Employee acting as the District Chief, to perform the duties and assume the authority and responsibilities of a Lieutenant, Captain, or District Chief for a full tour of duty shall be paid additional compensation at the rate of Thirteen Dollars ($13.00) for each full day tour and Thirteen Dollars ($13.00) for each full night tour he so serves.

Attachment: 2017-05-22 IAFF TA - EXECUTED (4037 : Collective Bargaining Agreement Ratification - IAFF 648)

EFFECTIVE JULY 1, 2001:

Classification	Assumes Duties of Higher Classification	Compensation Per Tour
Firefighter	Lieutenant	$20.00
Lieutenant	Captain	$25.00
Captain	District Chief	$30.00
Firefighter	Ass't Fire Alarm Supervisor	$20.00
Firefighter	Fire Alarm Supervisor	$30.00
Ass't Alarm Supv.	Fire Alarm Supervisor	$30.00
Fire App. Repairman	Wkg. Forman Apparatus Repairman	$20.00
Fire App. Repairman	Fire Repair Supervisor	$30.00
Working Foreman	Fire Repair Supervisor	$30.00
Firefighter	Assistant Fire Prevention Supervisor	$20.00
Firefighter	Fire Prevention Supervisor	$30.00
Asst. Prev. Supervisor	Fire Prevention Supervisor	$30.00
Firefighter	Lieutenant (assigned to training)	$20.00

Attachment: 2017-05-22 IAFF TA - EXECUTED (4037 : Collective Bargaining Agreement Ratification - IAFF 648)

Firefighter	Director of Fire Training	$30.00
Lieutenant	Director of Fire Training	$30.00

EFFECTIVE JULY 1, 2017:

Classification	Assumes Duties of Higher Classification	Compensation Per Tour
Firefighter	Lieutenant	$30.00
Lieutenant	Captain	$35.00
Captain	District Chief	$40.00
Working Foreman	Fire Repair Supervisor	$40.00
Lieutenant	Director of Fire Training	$40.00
Captain	Director of Fire Training	$40.00
Fire Prevention Lieutenant	Fire Marshall	$40.00

Art.32.02 change to "All employees required to work overtime within the meaning of Section 32.01 shall be compensated at overtime rates for the number of hours and partial hours worked. Partial hours will be calculated in six minute increments. In the event that an employee works part of a six minute increment they will be paid for the full six minutes. "

Art. 32.03 last sentence delete "with any portion of an hour in excess of thirty (30) minutes being considered a full hour for the purpose of computing overtime compensation." Replace with ", partial hours will be calculated in six minute increments. In the event that an employee works part of a six minute increment they will be paid for the full six minutes."

Attachment: 2017-05-22 IAFF TA - EXECUTED (4037 : Collective Bargaining Agreement Ratification - IAFF 648)

Art. 37.04 The Employer agrees not to contract out any bargaining unit work during the life of this Agreement, except for Fire Alarm services.

Art. 45.01 Any Employee of the bargaining unit regularly assigned to any station who is temporarily transferred by the Employer to duty at another station or to duty as an inspector, member of the Department's City Arson Squad or to Duty at the Department's Training School shall be paid additional compensation of Seven Dollars ($7.00) for any tour or part thereof that such temporary transfer is effective. Effective July 1, 2017 the additional compensation shall be increased to Twelve Dollars ($12.00).

Art. 46.01 Any bargaining unit member who has completed five (5) years of continuous service with the City of Springfield will be entitled to a one percent (1%) weekly adjustment of his weekly rate of pay.

46.02 Any bargaining unit member who has completed ten (10) years of continuous service with the City of Springfield will be entitled to a two percent (2%) weekly adjustment of his weekly rate of pay.

46.03 Effective December 31, 2017 any bargaining unit member who has completed at least twelve (12) years of continuous service with the City of Springfield and who as of December 31st of any year this contract is in force has accrued one thousand eight hundred hours of sick leave will be entitled to a three percent (3%) weekly adjustment of his weekly rate of pay.

46.04 Effective December 31, 2017 any bargaining unit member who has completed at least seventeen (17) years of continuous service with the City of Springfield and who has as of December 31st of any year this contract is in force has accrued three thousand hours of sick leave will be entitled to a four percent (4%) weekly adjustment of his weekly rate of pay.

46.05 Under no circumstances is the payment of the weekly adjustment to exceed the four (4%) percent.

Attachment: 2017-05-22 IAFF TA - EXECUTED (4037 : Collective Bargaining Agreement Ratification - IAFF 648)

47.06 Effective July 1, 2017 employees, who during regularly scheduled time off, undergo a cancer screen (lung, colon, prostate, skin, thyroid, lymph nodes, oral cavity, reproductive organs (or any other form of cancer deemed appropriate for screening by the Commissioner of the Springfield Public Health Department) will be paid four hours at their regular rate of pay upon presentation of a certificate of such cancer screen.

47.07 Effective July 1, 2017 employees on sick leave and injured on duty leave will be required to report to the Fire Headquarters on the 2nd and 4th Friday of each month to report in and provide necessary paperwork. Employees may be excused from this reporting requirement at the Commissioner's discretion.

47.08 The parties agree to meet and confer over the issue of developing a formal performance evaluation program for each member of the bargaining unit.

47.09 The Parties agree that the Department may, at any time this agreement is in effect, distribute NARCAN (or its generic equivalent) for use by the members of the bargaining unit; provided, however, no such bargaining unit member shall be required to use NARCAN until trained in its handling and administration.

47.10 The parties agree to form a committee of up to two members each to review and correct and, if required, remove typographical errors and outdated language from this agreement. The parties agree that no benefits or rights due members under the agreement shall be changed through this review. In order for the proposed changes to be effective they must be approved by both parties and signed off on by both parties within sixty days of the ratification of this agreement.

Appendix A delete reference to "Fire Alarm operators"

Wages-Year 1- 2% 7-1-16

Year 2 - 2% 7-1-17 and 1.5% 7-1-17

Year 3 - 2% 7-1-18

Year 4 - 2% 7-1-19

Duration – Contract One July 1, 2016 to June 30, 2017

Contract Two July 1, 2017 to June 30, 2020

Attachment: 2017-05-22 IAFF TA - EXECUTED (4037 : Collective Bargaining Agreement Ratification - IAFF 648)

FOR THE CITY

5-18-17

DATE

FOR THE UNION

5-22-2017

DATE

Attachment: 2017-05-22 IAFF TA - EXECUTED (4037 : Collective Bargaining Agreement Ratification - IAFF 648)

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: **Springfield City Council**

From: **Timothy J. Plante, Chief Administrative & Financial Officer**

Date: **May 31, 2017**

Re: **Order for Council Meeting – June 5, 2017**

Cc: **Mayor Sarno**

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the June 5, 2017 Council meeting that requests ratification of the current agreement between the City of Springfield and International Association of Firefighters – Local 648 (IAFF 648).

Background: The new agreement includes a two percent (2%) retroactive wage increase for FY17, and a two percent (2%) increase each year for FY18, FY19, and FY20. This wage scale increase also includes a one and one half percent (1.5%) increase effective on July 1, 2017 (FY18). The City will need to fund retroactive pay agreed upon under this new agreement. An analysis of the Fire Department's Personal Services budget has determined that sufficient funds exist in the current year departmental budget to absorb this increase.

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Cert - IAFF 648 Agreement (4037 : Collective Bargaining Agreement Ratification - IAFF 648)

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Jennifer Whisher
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4063 A

Collective Bargaining Agreement Ratification - SFCA (Mayor Sarno)

WHEREAS, the City's Labor Relations Director has received confirmation from the representative of Springfield Fire Chiefs Association (S.F.C.A.), that this bargaining unit has ratified new collective bargaining agreements for the time period of July 1, 2012 to June 30, 2013, July 1, 2013 to June 30, 2016, July 1, 2016 to June 30, 2017, and July 1, 2017 to June 30, 2020 with the City of Springfield; and

WHEREAS, the Labor Relations Department is requesting that the City Council approve the terms of the Collective Bargaining Agreement, which are described in a letter from the Labor Relations Director and Memorandum from the Chief Administrative and Financial Officer, which are attached hereto; and

WHEREAS, the Agreement includes wage increases effective and retroactive July 1, 2013 of two percent (2%); and

WHEREAS, the Agreement includes wage increases effective and retroactive July 1, 2014 of two percent (2%); and

WHEREAS, the Agreement includes wage increases for collateral duty compensation effective and retroactive July 1, 2014 of one and one half (1.5%); and

WHEREAS, the Agreement includes wage increases effective and retroactive July 1, 2015 of two percent (2%); and

WHEREAS, the Agreement includes wage increases effective and retroactive July 1, 2016 of two percent (2%); and

WHEREAS, the Agreement includes wage increases effective July 1, 2017 of two percent (2%); and

WHEREAS, the Agreement includes wage increases effective July 1, 2018 of two percent (2%); and

WHEREAS, the Agreement includes wage increases effective July 1, 2019 of two percent (2%); and

WHEREAS, the Chief Administrative and Financial Officer has certified that after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures

and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as amended by Section 1 of Chapter 468 of the Acts of 2008;

NOW THEREFORE, the City Council hereby approves the report of the Labor Relations Director regarding the ratification of the collective bargaining agreement between the City of Springfield and the Springfield Fire Chiefs Association (S.F.C.A.) and the terms thereof, as described in the attached documents, for the time period of July 1, 2012 through June 30, 2020.

Human Resources
&
Labor Relations
36 Court Street, Room 005
Springfield, MA 01103
413-787-6068 (phone)
413-787-6572 (fax)

THE CITY OF
SPRINGFIELD, MASSACHUSETTS

May 31, 2017

To the Springfield City Council

Please be advised that this department has received confirmation from the representative of **Springfield Fire Chiefs Association (SFCA)**, that this bargaining unit has ratified new collective bargaining agreements for the time period of July 1, 2013 to June 30, 2016, July 1, 2016 to June 30, 2017 and July 1, 2017 to June 30, 2020 with the City of Springfield.

We hereby submit to you this report for approval by the City Council which reflects the following wage increases in **SFCA's wage scale**.

Wage Increases:	Effective and retroactive July 1, 2013	Two percent (2%)
	Effective and retroactive July 1, 2014	Two percent (2%)
	Effective and retroactive July 1, 2015	Two percent (2%)
	Effective and retroactive July 1, 2016	Two percent (2%)
	Effective July 1, 2017	Two percent (2%)
	Effective July 1, 2018	Two percent (2%)
	Effective July 1, 2019	Two percent (2%)

Additionally, the Director of Training will be paid at the same rate as the Superintendent of Fire Alarm.

The City also agrees to a 1.5% increase on July 1, 2014 for collateral duties which is reflected in Appendix A of the Memorandum of Understanding, dated June 2, 2015.

A financial order reflecting the cost of the wage increase is attached.

In accordance with the Acts of 656 of 1989, the Chief Financial Officer must give in writing his opinion relative to the financial impact of the agreement on the existing level of municipal services.

If any other questions exist please feel free to contact this office.

Attachment: 2017-05-31 Letter to City Council re SFCA (4063 : Collective Bargaining Agreement Ratification - SFCA)

Sincerely,

William E. Mahoney
Director of Human Resources & Labor Relations
cc: Mayor Domenic J. Sarno
cc: T.J. Plante, CAFO
cc: File

Attachment: 2017-05-31 Letter to City Council re SFCA (4063 : Collective Bargaining Agreement Ratification - SFCA)

MEMORANDUM OF AGREEMENT

Between

City of Springfield, Massachusetts

And

Springfield Fire Chiefs Association

The parties to this Memorandum of Agreement (MOA) are parties to a collective bargaining agreement. The parties have reached a tentative agreement for successor collective bargaining agreements which cover the period of July 1-2012 to June 30, 2016. As a part of the tentative agreement the employer reserves the right to conduct a drug and alcohol test of all bargaining unit members within 60 days of funding of the tentative agreement by the Springfield City Council.

The parties agree that in the event that a member of the bargaining unit tests positive for drugs or alcohol during the testing referenced above said member of the bargaining unit will be treated as follows:

1. The employee will not be disciplined for failing the initial test referenced above provided that the employee complies with the terms of this MOA.
2. The employee will meet with a Substance Abuse Professional (SAP) and will follow the SAP's recommendations for treatment and return to work testing.
3. Failure to pass the return to work test will return the employee to treatment as recommended by the SAP. Should the employee fail a second return to work test, the employee will be subject to disciplinary action, up to and including the termination of his employment.
4. The employee will be subject to follow up drug testing as recommended by the SAP. The frequency of testing and the length of period of time of testing (i.e., 1 year, 2 years, etc.) will be at the discretion of the SAP. Failure of a follow up test will result in the imposition of disciplinary action, up to and including the termination of employment.
5. Any absence from assigned duty while an employee is in rehabilitation or treatment for drugs and/or alcohol will be covered by the employee's accumulated sick and vacation leave and if none, then an unpaid leave of absence.
6. The cost of any rehabilitation, treatment and/or counseling shall be borne by the employee and he may be eligible to use his health insurance for same. The cost of drug testing, including return to work and follow up testing shall be borne by the employer.

FOR THE CITY

5-16-16
DATE

FOR THE SFCA

4/20/16
DATE

VINCENT HOPPING
PRESIDENT

Attachment: 2016-05-16 SFCA MOA (4063 : Collective Bargaining Agreement Ratification - SFCA)

City of Springfield
And
Springfield Fire Chiefs Association

6-2-2015

1. Art. 30 Add "The Parties agree to incorporate the collateral duties marked as Appendix "A", attached hereto."

APPENDIX "A"

1. **Special Hazards Coordinator** – Is the point of contact for the Special Hazards Unit and equipment. Ensures the department has necessary stockpile of absorbent, booms and other equipment for hydrocarbon spills. Overall administrator of the department's air monitoring program. Ensures all companies are adhering to the calibration schedule and is the point of contact between the monitor company and the department. Assists the Training Director with coordination of the MDU training and equipment replacement.

2. **Information Technology Coordinator** – Is an active member of the IT Steering Committee. Works within the committee to ensure that Fire Department IT initiatives are properly aligned with strategies, goals and objectives of the department. Works with the department's IT specialist on special projects along with building, maintaining and modifying technology systems presently in place such as TeleStaff, iStation and Firehouse.

3. **Policy & Procedures Team (2 members)** – Will work with the Bureau Heads on identifying new Policies & Procedures that align with the departments strategies, goals and objectives. Will update existing policies & procedures that are identified as needing revision or modernization. Will lead the department's transition from Policies & Procedures to Standard Operating Guidelines (SOG's).

4. **Rules & Regulations Team (2 members)** - Will work with the Bureau Heads on identifying new Rules & Regulations that align with the departments strategies, goals and objectives. Will update existing Rules & Regulations that are identified as needing revision or modernization. Will work with the Commissioner's office and leadership of Local 648 on implementing this process. ***As this is a process that should have an end date, The Commissioner's office and Fire Chief's Association shall collaborate on new collateral duties once the new Rules & Regulations are established.***

5. **Dangerous Buildings Coordinator** – Will compile a list of dangerous buildings and keep them in a system which is accessible to all department personnel. Will establish criteria for determining what a dangerous building is and coordinate the marking with company captains. Will establish inspection periods and ensure the list is kept up to date with new properties added and demolished properties deleted. Will coordinate with the Fire Marshal and building department in all aspects of this process as necessary

6. **Site Survey Coordinator** – Will compile a list of site surveys and keep them in a system which is accessible to all department personnel. Will work with the Fire Marshal in establishing a list of surveys to be conducted each year in accordance with the department's priority. Once list is established, will coordinate with the company captains on schedule and assure that inspections are completed in a timely manner and verify that each inspection is correctly inputted in the system. Will establish inspection periods and ensure the list is kept up to date with new properties added and demolished properties deleted.

Attachment: 2016-05-16 SFCA MOA (4063 : Collective Bargaining Agreement Ratification - SFCA)

TENTATIVE AGREEMENT
City of Springfield, Massachusetts

And

Springfield Fire Chiefs Association

May 31, 2017

The City of Springfield and the Fire Chief's Association of Springfield agree to the terms recited below. This agreement is subject to funding by the City of Springfield, and ratification by the membership of the Fire Chief's Association of Springfield, and if either funding or ratification fails, this agreement shall be of no effect, and the parties shall resume negotiations for a new agreement.

First, the collective bargaining agreement which expired on June 30, 2012 shall be extended without change to June 30, 2013.

Second, there shall be a new collective bargaining agreement between the parties commencing on July 1, 2013 which incorporates all of the terms of their agreement which expired on June 30, 2012 with the following changes:

Art. 2.04 ASSOCIATION REPRESENTATION change "Chief" to "Commissioner"

Art.3.02 GRIEVANCE PROCEDURE step 2 change "Chief" to "Commissioner"

Art. 3.02 GRIEVANCE PROCEDURE step 4 change "office of the Mayor" to "Labor Relations Department"

Art. 4 NON-DISCRIMINATION Nondiscrimination add "ancestry, disability, genetics, sexual orientation, or military status" to list of protected status.

Art. 14.02 MANAGEMENT RIGHTS change "Chief" to "Commissioner"

Art.24.01.H SALARIES change "even" to "evening"

Art. 24.06 SALARIES add . "The employer reserves the right to pay all members of the bargaining unit through direct deposit. If the employer exercises this right the employer will give the affected employees and the Union two (2) weeks notice. Employees will be required to complete documentation and provide the employer with necessary account information to arrange for direct deposit. In the event that an employee does not have a bank account the

Attachment: 2017-05-31 SFCA TA - signed (4063 : Collective Bargaining Agreement Ratification - SFCA)

employer reserves the right to pay the employee by crediting a debit card with the employees pay earned during the pay period."

Art. 24.07 SALARIES add "The City may elect to switch to a two (2) week payroll and shall provide the Union and employees with 90 days notice prior to making the change."

Art. 24.08 SALARIES add "The employer may elect to provide payroll advices to employees, on a voluntary basis, through email or electronically through web access. The employer shall provide the Union with 30 day's notice prior to making this change. All employees voluntarily opting for electronic payroll advices shall provide the Payroll Department with an email address (if the employer opts to provide this through email) to arrange for the transmission of this information."

Art. 24.09 SALARIES Add-The FLSA 207(k) work period shall be a 28 day work period.

Wages-

Effective date

7-1-13 2% increase in wage schedule in effect on 6-30-12

7-1-14 2% increase in wage schedule in effect on 6-30-14

7-1-15 2% increase in wage schedule in effect on 6-30-15

Collateral duties-attached hereto. Wage schedule to be increased (in addition to the increase on 7-1-14 referenced above) by 1.5% on 7-1-14.

Add (NEW ARTICLE) "Art. 34.01 Collateral Duties

District Chief members of the bargaining unit shall be required to perform collateral duties described in Appendix A, attached hereto. The employer shall endeavor to assign collateral duties in a manner which reasonably equalizes the time requirements that such duties impose on District Chiefs.

34.02 The Fire Commissioner and the President of the FCA (or their designees) shall meet upon request of either party for the purpose of reviewing assignments, time requirements, and other issues which may arise relating to collateral duties."

Attachment: 2017-05-31 SFCA TA - signed (4063 : Collective Bargaining Agreement Ratification - SFCA)

Third, there shall be a new collective bargaining agreement between the parties commencing on July 1, 2016 which incorporates all of the above terms of their agreement which expired on June 30, 2016 with the following changes:

Art. 31 DURATION AND TERMINATION change effective dates and the last day of the contract to June 30, 2017

Art 33. DRUG AND ALCOHOL TESTING POLICY

Add Art. 33.10 At the City's option, within sixty (60) days of the funding of this contract by the Springfield City Council each member of the bargaining unit shall submit to a drug/alcohol test. This shall be a one-time event only and shall not be repeated during the life of this collective bargaining agreement. No bargaining member shall lose any pay during the administration of this particular test. An employee testing positive shall be referred to the sec. 33.08 rehabilitation program and shall be subject to its terms as well as other Article 33 provisions.

Wages-
Effective date
7-1-16 2% increase in wage schedule in effect on 6-30-16

Fourth, there shall be a new collective bargaining agreement between the parties commencing on July 1, 2017 which incorporates all of the above terms of their agreement which expired on June 30, 2017 with the following changes:

Art. 1 delete "Superintendent of Fire Alarm" add in "Director of Training"

Art. 20.01C HOURS OF EMPLOYMENT change "eleven (11)" to "ten (10)" in first, second, fifth and tenth paragraphs.

Art. 22 RESIDENCY REQUIREMENTS Delete and replace with "Employees who entered the bargaining unit before July 1, 2017 are subject to the residency requirements under MGL Ch. 31 section 58. As a condition of employment, employees promoted into the bargaining unit on or after July 1, 2017 shall be subject to the City's residency ordinances, as revised and amended. In the event that said residency ordinance is amended after July 1, 2017 in a manner which affects a condition of employment of any member of the Fire Chiefs Association of Springfield, the City shall satisfy its duty to bargain, if any, prior to implementing such amendment. "

Art. 31 DURATION AND TERMINATION change effective dates and the last day of the contract to June 30, 2020

Attachment: 2017-05-31 SFCA TA - signed (4063 : Collective Bargaining Agreement Ratification - SFCA)

Wages-

Effective date

7-1-17 2% increase in wage schedule in effect on 6-30-17

7-1-18 2% increase in wage schedule in effect on 6-30-18

7-1-19 2% increase in wage schedule in effect on 6-30-19

Director of Training will be paid at the same rate as the Superintendent of Fire Alarm.

CITY OF SPRINGFIELD

5-31-17
DATE

FIRE CHIEF'S ASSOCIATION

5/31/17
DATE

Attachment: 2017-05-31 SFCA TA - signed (4063 : Collective Bargaining Agreement Ratification - SFCA)

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: **Springfield City Council**

From: **Timothy J. Plante, Chief Administrative & Financial Officer**

Date: **May 31, 2017**

Re: **Order for Council Meeting – 6/5/2017**

Cc: **Mayor Sarno**

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the June 5, 2017 Council meeting that requests ratification of the current agreement between the City of Springfield and Fire Chiefs Association of Springfield (SFCA).

Background: The new agreement includes an extension of the bargaining agreement with expired on June 30, 2012 to June 30, 2013 without changes, and a two percent (2%) increase each year for FY14, FY15, FY16, FY17, FY18, FY19 and FY20. This wage scale increase also includes a one and one half percent (1.5%) increase effective on July 1, 2014 (FY15).

The City will need to fund retroactive pay agreed upon under this new agreement. An analysis of the Personal Services budgets for the Fire department with SFCA employees has determined that sufficient funds exist in the current year budget to absorb the increase.

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Cert- Fire Chief Association Agreement (4063 : Collective Bargaining Agreement Ratification - SFCA)

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Lindsay B. Hackett
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3985

Free Cash to OPEB Trust - $494,794.00 (Mayor Sarno)

WHEREAS, to meet the expenses of the City of Springfield, pursuant to Mass. Gen. Laws Ch. 44, Section 33B, Ch. 59, Section 23 and Chapter 468 of the Acts of 2008, the Chief Administrative and Financial Officer and his Honor the Mayor have requested authorization from the City Council to transfer the sum of $494,794.00 From FY16 Unappropriated Free Cash to the Other Post-Employment Benefits (OPEB) Trust to prefund obligations for OPEB.

WHEREAS, after reviewing this order, the Chief Administrative and Financial Officer has certified to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the transfer, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, that the City Council approves the transfer of the sum of $494,794.00 from FY16 Unappropriated Free Cash to the OPEB Trust Account.

From:

Certified Free Cash - Other Financing Uses

0100-00-000-0000-0000-0000-000000-0000000-701000- **$494,794.00**

To:

OPEB Trust

8265-00-000-0000-0000-0000-000000-0000000-104000- **$494,794.00**

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: **Springfield City Council**

From: **Timothy J. Plante, Chief Administrative & Financial Officer**

Date: **June 5, 2017**

Re: **Order for Council Meeting – June 5, 2017**

Cc: **Mayor Sarno**

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the June 5, 2017 City Council meeting requesting a transfer of 10% of the City's FY16 Certified Free Cash into the Other Post-Employment Benefits (OPEB) Trust.

Background: Other Post-Employment Benefits (OPEB) are benefits offered to a retiree other than their pension. The major benefit is health insurance, but OPEB also includes life and dental insurance. Similar to an employee's pension benefits, OPEB are earned during the employee's active working career, but are not actually paid until retirement.

As of 2016, the City's Unfunded Actuarial Accrued Liability is $937.5M. Currently, the City funds OPEB on a pay-as-you-go basis. In 2014, City Council approved the creation of an OPEB Trust Fund, and the CAFO appointed an OPEB task force to discuss possible funding strategies.

In order to move forward on the funding strategies discussed by the OPEB task force, we ask that a total of $494,794 be moved into the OPEB Trust Fund in order to prefund obligations for OPEB. This amount represents 10% of the FY16 Certified Free Cash totaling $ 4,947,944.

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Cert - OPEB Transfer (3985 : Free Cash to OPEB Trust - $494,794.00)

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Timothy Brown
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4046

Free Cash to Special Purpose Fund - $244,000 (Mayor Sarno)

WHEREAS, to meet the expenses of the City of Springfield, pursuant to Mass. Gen. Laws Ch. 44, Section 33B, Ch. 59, Section 23 and Chapter 468 of the Acts of 2008, the Chief Administrative and Financial Officer and his Honor the Mayor have requested authorization from the City Council to transfer the sum of $244,000.00 From FY16 Unappropriated Free Cash to the Special Purpose Account for the City's Scanning Project.

WHEREAS, after reviewing this order, the Chief Administrative and Financial Officer has certified to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the transfer, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, that the City Council approves the transfer of the sum of $244,000.00 from FY16 Unappropriated Free Cash to the Special Purpose Account for the Scanning Project.

From:

Certified Free Cash - Other Financing Uses

0100-00-000-0000-0000-0000-000000-0000000-701000- **$244,000.00**

To:

Special Purpose Account - Scanning Project

1901-10-135-0000-0000-0010-000000-0000000-530105-SCAN17- **$244,000.00**

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: Springfield City Council

From: Timothy J. Plante, Chief Administrative & Financial Officer

Date: May 31, 2017

Re: Order for Council Meeting – June 5, 2017

Cc: Mayor Sarno

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the June 5, 2017 Council meeting. This order is needed to transfer the sum of $244,000.00 from the City's FY16 Certified Free Cash into The Special Purpose Account for the City's Scanning Project. This transfer is required to cover the cost of digitizing records currently held by the City Clerk's Office and the Board of Assessors.

Background: The funding provided by this transfer will be used to digitize many of the City's paper records. This will make records more accessible, and easier to search. The ability to use key word searches to find records should greatly reduce the time it takes to find a given record. In the Assessor's office, approximately 45,000 plot records from before the year 2000 will be scanned and indexed. In the Clerk's office, approximately 1,350,000 vital record cards will be scanned and indexed.

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Certification - Scanning Project Transfer (4046 : Free Cash to Special Purpose Fund - $244,000)

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Timothy Brown
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4049

Free Cash to Pay-Go Capital Fund - $111,875.00 (Mayor Sarno)

WHEREAS, to meet the expenses of the City of Springfield, pursuant to Mass. Gen. Laws Ch. 44, Section 33B, Ch. 59, Section 23 and Chapter 468 of the Acts of 2008, the Chief Administrative and Financial Officer and his Honor the Mayor have requested authorization from the City Council to transfer the sum of $111,875.00 from FY16 Unappropriated Free Cash to the City's Pay As You Go Capital Account in order to cover the costs of upgrading the Department of Public Work's right of way management software.

WHEREAS, after reviewing this order, the Chief Administrative and Financial Officer has certified to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the transfer, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, that the City Council approves the transfer of the sum of $111,875.00 from FY16 Unappropriated Free Cash to the Pay-Go Capital Software Account.

From:

Certified Free Cash - Other Financing Uses

0100-00-000-0000-0000-0000-000000-0000000-701000- **$111,875.00**

To:

Pay-Go Capital - Software

3416-10-133-0000-0000-0010-000000-0000000-580800-ITDWP - **$111,875.00**

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: **Springfield City Council**

From: **Timothy J. Plante, Chief Administrative & Financial Officer**

Date: **June 5, 2017**

Re: **Order for Council Meeting – June 5, 2017**

Cc: **Mayor Sarno**

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the June 5, 2017 Council meeting. This order is needed to transfer the sum of $111,875 from the City's FY16 Certified Free Cash into the City's Pay-As-You-Go Capital - Software account. This transfer is required to cover the cost of upgrading the right of way management software used by the Department of Public Works.

Background: The Department of Public Works will use Accela's Right of Way Management software to coordinate its activities. Accela helps facilitate better communication between the Department, citizens, and utilities. The Accela software will provide the DPW with real-time information and assists the Department by automating its workflow process.

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Certification - Free Cash to Pay-Go - DPW (4049 : Free Cash to Pay-Go - $111,875.00)

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Jennifer Whisher
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4038

Bond Authorization - MSBA ARP Projects (Thomas M. Balliet Elementary and Balliet Middle Schools) - $3,796,555.00 (Mayor Sarno)

BOND ORDER TO PAY FOR THE COSTS OF ROOFING SYSTEM REPLACEMENT AND ACCESSIBILITY UPGRADE PROJECT AT THE THOMAS M. BALLIET ELEMENTARY SCHOOL AND FOR REPLACEMENT OF WINDOWS AND DOORS AND ACCESSIBILITY UPGRADE PROJECT AT THE BALLIET MIDDLE SCHOOL

WHEREAS, the City of Springfield ("City") has applied for funding from the Massachusetts School Building Authority ("MSBA") Accelerated Repair Program for the purpose of paying the costs of roofing system replacement and accessibility upgrade project at the Thomas M. Balliet Elementary School ($2,089,300.00) and for the replacement of windows and doors and accessibility upgrade project at the Balliet Middle School ($1,707,255.00), which proposed repair projects would materially extend the useful life of each school and preserve assets that otherwise are capable of supporting the required educational programs, and for which the City has applied for a school construction grant from the Massachusetts School Building Authority ("MSBA"); and

WHEREAS, after reviewing this order, the Chief Administrative and Financial Officer has certified to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the appropriation and borrowing, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

BE IT ORDERED THAT the City of Springfield hereby appropriates the amount of Three Million, Seven Hundred Ninety-Six Thousand, Five Hundred Fifty-Five Dollars ($3,796,555.00), for the purpose of paying the costs of roofing system replacement and accessibility upgrade project at the Thomas M. Balliet Elementary School ($2,089,300.00) and for the replacement of windows and doors and accessibility upgrade project at the Balliet Middle School ($1,707,255.00), including the payment of all costs incidental or related thereto (collectively, the "Projects"), provided that the sums appropriated above for each school may be reallocated among the Projects to reflect actual costs, but the total sum appropriated will not exceed ($3,796,555.00), and where the proposed repair Projects would materially extend the useful life of each respective school and preserve assets that otherwise are capable of supporting the required educational program, and for which the City has applied for a grant from the Massachusetts School Building Authority ("MSBA"), said amount to be expended under the direction of the School Building Commission and the Department of Capital Asset Construction. The City acknowledges that the MSBA's grant program is a non-entitlement, discretionary program based on need, as determined by the MSBA, and any project costs the City incurs in

excess of any grant that may be approved by and received from the MSBA shall be the sole responsibility of the City; provided further that any grant that the City may receive from the MSBA for the Project shall not exceed (1) the lesser of eighty percent (80%) of eligible, approved project costs, as determined by the MSBA, or (2) the total maximum grant amount determined by the MSBA, and the amount of borrowing authorized pursuant to this vote shall be reduced by any grant amounts set forth in the Project Funding Agreement that may be executed between the City and the MSBA.

BE IT FURTHER ORDERED THAT: That any premium received by the City upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

BE IT FURTHER ORDERED THAT to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount under Mass. Gen. Laws Chapter 44, or pursuant to any other enabling authority. The Treasurer is also hereby authorized to file an application with the appropriate officials of the Commonwealth of Massachusetts' Municipal Finance Oversight Board to qualify under Chapter 44A of the General Laws any and all bonds or notes of the City authorized by this vote, and to provide such information and execute such documents as such Municipal Finance Oversight Board of the Commonwealth may require.

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: **Springfield City Council**

From: **TJ Plante, Chief Administrative & Financial Officer**

Date: **May 31, 2017**

Re: **Order for Council Meeting – 6/5/2017**

Cc: **Mayor Sarno**

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the June 5, 2017 Council meeting, which authorizes the City to pay $3,796,555.00 for two schools that were invited into the Massachusetts School Building Authority's (MSBA) Accelerated Repairs Program.

Background: In addition to the four Springfield School MSBA Accelerated Repair Program (ARP) Projects passed by City Council in April, two additional Springfield public schools were invited into the MSBA Accelerated Repair Program: the Thomas M. Balliet Elementary School for roof replacement and accessibility upgrades and the Balliet Middle School the replacement of windows and doors and accessibility upgrades. The main goals of the Accelerated Repair Program are to improve learning environments for children and teachers, reduce energy use, and generate cost savings for districts.

School Project	MSBA Estimated Funding	City Contribution	Total Estimated Project Cost
Thomas M. Balliet Elem.	1,671,440	417,860	2,089,300
Balliet Middle School	1,365,804	341,451	1,707,255
TOTAL	**3,037,244**	**759,311**	**3,796,555**

The City is required to authorize the total project budget for each school project, which includes both the City's share and the MSBA's share (as shown above). For the purposes of receiving an 80% reimbursement of all eligible costs from MSBA, each of the schools will be considered individually. If any project costs exceed the individual school project budget as determined by MSBA, the City will be required to pay the additional expenses as MSBA will not increase the amount to be reimbursed or transfer any grant money between school projects. An authorization of $3,796,555.00 will allow the City to issue debt to cover all project expenses.

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with

Attachment: CAFO Cert - Bond Order - MSBA Projects (Thomas M. Balliet & Balliet Middle) (4038 : Bond Authorization - MSBA ARP - Balliet ES

Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Cert - Bond Order - MSBA Projects (Thomas M. Balliet & Balliet Middle) (4038 : Bond Authorization - MSBA ARP - Balliet ES

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Jennifer Whisher
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4039

Bond Authorization - Downtown Revitalization - $1,500,000 (Mayor Sarno)

BOND ORDER TO PAY FOR THE DOWNTOWN REVITALIZATION

WHEREAS, The City of Springfield ("the City") is requesting approval of an appropriation in the amount of One Million Five Hundred Thousand Dollars ($1,500,000) to pay the costs of revitalizing Main Street in preparation for the MGM Casino opening, including, but not limited to, repaving streets, repairing and replacing sidewalks, landscaping, and adding wayfinding signage in downtown Springfield;

WHEREAS, the City seeks approval to borrow said amount in order to meet the appropriation;

WHEREAS, The Chief Administrative and Financial Officer has certified to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the appropriation and borrowing, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED: That the City hereby appropriates the sum of $1,500,000 to pay the costs of revitalizing Main Street in preparation for the MGM Casino opening, including, but not limited to, repaving streets, repairing and replacing sidewalks, landscaping, and adding wayfinding signage in downtown Springfield, including the payment of any and all other costs incidental or related thereto, and that to meet this appropriation, the City Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to Chapter 44 of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefore; that the Mayor is authorized to apply for any federal or state aid available for the project, and that the Mayor is authorized to take any other action necessary or convenient to carry out this project; and

BE IT FURTHER ORDERED THAT: Any premium received by the City upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

BE IT FURTHER ORDERED THAT: The Treasurer is authorized to file an application with the appropriate officials of The Commonwealth of Massachusetts (the "Commonwealth") to qualify under Chapter 44A of the General Laws any and all bonds of the City authorized by this Order, and to provide such information and execute such documents as such officials of the Commonwealth may require in connection therewith.

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: **Springfield City Council**

From: **TJ Plante, Chief Administrative & Financial Officer**

Date: **May 31, 2017**

Re: **Order for Council Meeting – 6/5/2017**

Cc: **Mayor Sarno**

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the June 5, 2017 Council meeting, which authorizes the City to pay $1,500,000 for the revitalization of Main Street and Downtown Springfield.

Background: In preparation for the MGM Casino opening in the fall of 2018, the City has planned for $1,500,000 in improvements to downtown Springfield. The improvements include repaving Main Street, repairing and replacing sidewalks, new landscaping, and enhanced wayfinding signage for pedestrians.

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Cert - Bond Order - Downtown Revitalization (4039 : Bond Authorization - Downtown Revitalization - $1,500,000)

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Jennifer Whisher
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4040

Bond Authorization - Downtown Police Kiosks - $500,000 (Mayor Sarno)

BOND ORDER TO PAY FOR THE CONSTRUCTION AND INSTALLATION OF POLICE KIOSKS

WHEREAS, The City of Springfield ("the City") is requesting approval of an appropriation in the amount of Five Hundred Thousand Dollars ($500,000) to pay the costs of constructing and installing Police Kiosks, at Main and Taylor Streets, Main and Morris Streets, and at Riverfront Park in downtown Springfield, MA., to serve as lighted Police booths where staffed police officers will provide information and take reports from the public; and

WHEREAS, the City seeks approval to borrow said amount in order to meet the appropriation;

WHEREAS, The Chief Administrative and Financial Officer has certified to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the appropriation and borrowing, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED: That the City hereby appropriates the sum of $500,000 to pay the costs of constructing and installing Police Kiosks in downtown Springfield, including the payment of any and all other costs incidental or related thereto, and that to meet this appropriation, the City Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to Chapter 44 of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefore; that the Mayor is authorized to apply for any federal or state aid available for the project, and that the Mayor is authorized to take any other action necessary or convenient to carry out this project; and

BE IT FURTHER ORDERED THAT: Any premium received by the City upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

BE IT FURTHER ORDERED THAT: The Treasurer is authorized to file an application with the appropriate officials of The Commonwealth of Massachusetts (the "Commonwealth") to qualify under Chapter 44A of the General Laws any and all bonds of the City authorized by this Order, and to provide such information and execute such documents as such officials of the Commonwealth may require in connection therewith.

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: **Springfield City Council**

From: **TJ Plante, Chief Administrative & Financial Officer**

Date: **May 31, 2017**

Re: **Order for Council Meeting – 6/5/2017**

Cc: **Mayor Sarno**

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the June 5, 2017 Council meeting, which authorizes the City to pay $500,000 for the construction and installation of Police Kiosks in Downtown Springfield.

Background: The City intends to install three Police Kiosks located at Main and Taylor Streets, Main and Morris Streets, and at Riverfront Park in downtown Springfield, MA. These lighted kiosks will continue to support the establishment of the City's Downtown E3 Metro Unit. Metro Policing Unit officers will staff the kiosks and provide information and take reports from the public.

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Cert - Bond Order - Police Kiosks (4040 : Bond Authorization - Downtown PD Kiosks - $500,000)

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Jennifer Whisher
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4041

Bond Authorization - City Hall Remodeling - $1,000,000 (Mayor Sarno)

BOND ORDER TO PAY FOR THE REMODELING OF CITY HALL

WHEREAS, the City of Springfield ("the City") wishes to appropriate $1,000,000 for remodeling City Hall, including, but not limited to, repairing the front steps, drainage, lighting, and repointing and repairing the exterior façade around the City Hall building located at 36 Court Street, Springfield, MA.;

WHEREAS, the City seeks approval to borrow said amount in order to meet the appropriation;

WHEREAS, after reviewing this order, the Chief Administrative and Financial Officer has certified to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the appropriation and borrowing, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

BE IT ORDERED: That the City hereby appropriates the sum of $1,000,000 to pay costs of remodeling at City Hall, including, but not limited to, repairing the front steps, drainage, lighting, and repointing and repairing the exterior façade of the building, including the payment of any and all other costs incidental or related thereto, and that to meet this appropriation, the City Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to Chapter 44 of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefore; that the Mayor is authorized to contract for and expend any federal or state aid available for the project, and that the Mayor is authorized to take any other action necessary or convenient to carry out this project; and

BE IT FURTHER ORDERED THAT: Any premium received by the City upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

BE IT FURTHER ORDERED THAT: The Treasurer is authorized to file an application with the appropriate officials of The Commonwealth of Massachusetts (the "Commonwealth") to qualify under Chapter 44A of the General Laws any and all bonds of the City authorized by this Order, and to provide such information and execute such documents as such officials of the Commonwealth may require in connection therewith.

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: **Springfield City Council**

From: **TJ Plante, Chief Administrative & Financial Officer**

Date: **May 31, 2017**

Re: **Order for Council Meeting – 6/5/2017**

Cc: **Mayor Sarno**

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the June 5, 2017 Council meeting, which authorizes the City to pay $1,000,000 for repairs to City Hall located at 36 Court Street.

Background: The $1,000,000 in capital repairs to the outside of City Hall will include repairing the front steps, improving the drainage and lighting, and repointing and repairing the exterior façade of the building. This project is listed as a priority "A" on the Fiscal Year 2018 Capital Improvement Plan.

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Cert - Bond Order - City Hall (4041 : Bond Authorization - City Hall Remodeling - $1,000,000)

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Jennifer Whisher
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4042

Bill of Prior Year - Department of Capital Asset Construction - $850.00 (Mayor Sarno)

WHEREAS, to meet expenses incurred by the City of Springfield, pursuant to Mass. Gen. Laws Ch. 44 Section 64 and Chapter 468 of the Acts of 2008, the Chief Administrative and Financial Officer and his Honor the Mayor have requested authorization from the City Council that the Department listed on the attached CAFO certification may pay a bill from a previous fiscal year totaling $850.00; and

WHEREAS, the department listed will make payment for an unpaid bill of a previous fiscal year from their FY17 General Fund Operating Budget; and;

WHEREAS, the Chief Administrative and Financial Officer has provided a written certification to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the payments, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008;

NOW THEREFORE BE IT ORDERED, that the City Council approves the payment of the bills listed on the attached from the FY17 General Fund Departmental Operating Budgets for the expenses incurred in a previous fiscal year.

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: **Springfield City Council**

From: **Timothy J. Plante, Chief Administrative & Financial Officer**

Date: **May 31, 2017**

Re: **Order for Council Meeting – 6/5/2017**

Cc: **Mayor Sarno**

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the June 5, 2017 Council meeting, which will pay a prior year invoice totaling $850.00. Pursuant to Mass. General Laws Ch. 44 Section 64 and Chapter 468 of the Acts of 2008, a two-thirds vote by the City Council is required to approve payment of all invoices from previous fiscal years.

Background: This is a request to allow the Department of Capital Asset Construction to pay a previous year's bill for lawn installation at the Elias Brookings School from the current year (FY17) budget. Listed below is the department invoice, due date, reason and amount.

Department	Invoice #	Vendor	Date	Reason	Amount
DCAC	21084	Mountain View Landscape and Lawncare, Inc.	6/30/2016	FY16 Services Rendered	850.00

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Cert - DCAC BOPY (4042 : Bill of Prior Year - DCAC - $850.00)

Attachment: DCAC Mountain View Invoice (4042 : Bill of Prior Year - DCAC - $850.00)

Invoice 21084

Landscapes and Lawncare, Inc.
67 Old James Street, Chicopee, MA 01020

Account No. 2362 City of Spfld - Elias Brooking Sch	**Date:** Jun-30-2016
Contact:	**Due Date:** Jul-30-2016
Contract # 20151084	**Terms:** Net 30
P.O.#: 16011969-000	**Amount Due:** $850.00

Capital Asset Construction
36 Court Street RM 312
Springfield City Hall
Springfield, MA 01103

Please return this portion with your payment.
Checks payable to 'Mountain View Landscapes'

For office use only:
Date Received: / / Check Number: _____

Date	Description	Rate	Qty	Amount
	City of Spfld - Elias Brooking School, 367 Hancock Street, Springfield, MA 01105			
Jun-15-2016	Lawn Installation:Seeding PO# 16011969-000 - Furnish and loam to repair winter plow caused by sub-contractor for Brookings.	$850.00	1.00	$850.00

PJG
5/10/17

For your convenience

We accept Visa, Mastercard, Discover and American Express

Visit us at: **www.MountainViewInc.com or**

Facebook.com/MountainViewInc

SubTotal:	$850.00
Amount Due	$850.00

Attachment: DCAC Mountain View Invoice (4042 : Bill of Prior Year - DCAC - $850.00)

MOUNTAIN VIEW
Landscapes and Lawncare, Inc.
67 Old James Street
Chicopee, MA 01020
Tel. 413-536-7555 Fax. 413-536-5059
www.mountainviewinc.com

Statement

Date
5/4/17

Bill To

Parks & Rec Admin Bldg
City of Springfield
200 Trafton Road
Springfield, MA 01108

Amount Due	Amount Enc.
$850.00	

Date	Description	Amount	Balance
06/30/16	INV #21084. Due 07/30/16. Orig. Amount $850.00.	850.00	850.00

We accept Visa, Mastercard and Discover. Please call 413-377-6200 to make a payment.

Current	1-30 Days Past Due	31-60 Days Past Due	61-90 Days Past Due	Over 90 Days Past Due	Amount Due
0.00	0.00	0.00	0.00	850.00	$850.00

Attachment: DCAC Mountain View Invoice (4042 : Bill of Prior Year - DCAC - $850.00)

Purchase Order

Vendor Copy

City of Springfield Office of Procurement

Fiscal Year 2016 Page 1 of 1

Revisions 000

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS

Purchase Order # 16011969-000

INVOICE TO
CAPITAL ASSET CONSTRUCTION
36 COURT STREET RM 312
SPRINGFIELD CITY HALL
SPRINGFIELD, MA 01103

Expiration Date

Delivery must be made within doors of specified destination.
PGarvey@springfieldcityhall.com

VENDOR
MOUNTAIN VIEW LANDSCAPES & LAWNCARE INC
67 OLD JAMES ST
CHICOPEE, MA 01020

SHIP TO
193
CAPITAL ASSET CONSTRUCTION
36 COURT STREET RM 312
SPRINGFIELD CITY HALL
SPRINGFIELD, MA 01103

413. 787-6445

The City of Springfield is exempt from payment of state sales tax. Do not include this tax in your invoice.

Vendor Phone Number	Vendor Fax Number	Requisition Number	Delivery Reference
9-1-413-536-7555X120		16014074	PETER GARVEY

Date Ordered	Vendor Number	Date Required	Freight Method/Terms	Department/Location
05/03/2016	64499			CAPITAL ASSET MANAGEMENT

Item#	Bid No.	Description/Part No.	Qty.	UOM	Unit Price	Extended Price
		PO Requisitioner Name: Jessica Lugo				
1		FURNISH AND LOAM SEE TO REPAIR WINTER PLOW CAUSED BY SUB-CONTRACTOR FOR BROOKINGS 867 Hancock St	1	EACH	$850.00	$850.00

IMPORTANT: Read Terms and Conditions provided as part of this purchase order.

By Lauren Stabile
Chief Procurement Officer

By Patricia A. Bonn
City Comptroller

Purchase Order Total

$850.00

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Kathy Breck
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4058

Appropriation Order for the Marble Street Traffic Project Eminent Domain Takings, $120,202.43 (Mayor Sarno)

WHEREAS, the Department of Public Works has requested that the Springfield City Council approve an Order of Taking authorizing certain eminent domain takings for the Marble Street Traffic Improvement Project, also referred to as the "Springfield, MA., Ashmun & Morris Street, Street Layout and Alteration Project" ("Project"), including 4 Fee Takings, 10 Permanent Partial Takings, 2 Permanent Easements, and 20 Temporary Easements, all as more particularly described in the *Order of Taking* which has been filed with the City Council for the June 5, 2017 Agenda; and

WHEREAS, the property rights are being taken for purposes of obtaining the necessary land, access and rights of way for the construction and maintenance of roadway and related improvements for ("Project"), including road and sidewalk construction and improvements, grading, driveway grading and paving, drainage, paved drainage waterway, and related improvements; and

WHEREAS, the City obtained appraisals and review appraisals of the value of the parcels, and requests the City Council to appropriate the funds necessary to provide just compensation to the property owners for the property rights taken by eminent domain, in the total amount of **$120,202.43,** to be paid from the CDBG - Disaster Recovery Economic Development Account;

WHEREAS, the Chief Administrative and Financial Officer has certified to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the appropriation of funds described herein, to pay damages for the proposed eminent domain takings described in the Order of Taking, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008;

IT IS ORDERED, that pursuant to its authority under Mass. Gen. Laws Chapter 43, Section 30, Mass. Gen. Laws Chapter 79, Mass. Gen. Laws Chapter 44, Section 32, and Chapter 468 of the Acts of 2008, the City Council hereby appropriates the sum of **One Hundred Twenty Thousand Two Hundred Two and 43/100 Dollars ($120,202.43)** for the payment of damages for the anticipated taking of the property rights described in the Order of Taking, for the stated municipal purposes, to be paid from the following account:

Account # 26401839-580100-64014
CDBG-Disaster Recovery Economic Development Account - $120,202.43

This Order appropriates a total of $120,202.43 for 4 fee takings, 10 permanent partial takings, 2 permanent easements, and 20 temporary construction easements, needed for the Marble Street Traffic Improvement Project.

FINANCIAL IMPACT:

Total cost is $120,202.43, funded by the Disaster Recovery Economic Development account.

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Heather Potito
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4045

Budget Transfer W/In a Department - Comptroller - $43,000 (Mayor Sarno)

WHEREAS, to meet the expenses of the City of Springfield for the fiscal year commencing July 1, 2016 and ending June 30, 2017 (FY17), pursuant to Mass. Gen. Laws Ch. 44 , Section 33B, and Chapter 468 of the Acts of 2008, the Chief Administrative and Financial Officer and his Honor the Mayor have requested authorization from the City Council to transfer the sum of $43,000 from the Comptroller's Office - Reserve for Contingency line to the Comptroller's Office - Professional Services line for State Assessments, in order to fund fees owed to the University of Massachusetts (UMASS) for submitting reimbursement claims on behalf of the City.

WHEREAS, after reviewing this order, the Chief Administrative and Financial Officer has certified to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the transfer, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, that the City Council approves the transfer of the sum of $43,000 from the Comptroller's Office - Reserve for Contingency line to the Comptroller's Office - Professional Services line for State Assessments, in order to fund fees owed to UMASS for submitting Medicaid claims on behalf of the City and meet the expenses of the City of Springfield for Fiscal Year 2017.

From: Comptroller - Reserve for Contingency
0100-10-135-0000-0000-0010-000000-0000000-578200- $43,000.00

To: Comptroller - State Assessments - Professional Services

0100-80-135-0000-0000-0000-000000-0000000-530105- $43,000.00

FINANCIAL IMPACT:

Budget Transfer W/In a Department - Comptroller - $43,000

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: Springfield City Council

From: Timothy J. Plante, Chief Administrative & Financial Officer

Date: June 5, 2017

Re: Order for Council Meeting – June 5, 2017

Cc: Mayor Sarno

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the June 5, 2017 Council meeting. This order is needed to transfer the sum of $43,000 from the Comptroller's Office – Reserve for Contingency line item to the Comptroller's Office State Assessments – Professional Services line item. This transfer will fund fees owed to the University of Massachusetts (UMASS) for submitting Medicaid reimbursement claims on behalf of the City.

Background: The City revenue estimate for school-based Medicaid reimbursement for Fiscal Year 2017 was $3,500,000. The City pays UMASS Medical School a commission of 2.80% for submitting administrative activity claims to the Commonwealth for reimbursement. The City has been informed by UMASS that claims processed in Fiscal Year 2017 will total $5,011,487. This transfer is necessary to adjust the commission budget for the University to reflect the increase of $1,511,487 in revenue received over the original estimate.

Department	Account#	Account Description	Transfer Out	Transfer In
Comptroller	01135-578200	Reserve for Contingency	$ 43,000	
State Assessments	01801350-530105	Professional Services		$ 43,000
TOTAL			**$ 43,000**	**$ 43,000**

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Cert - Comptroller Budget Transfer (4045 : Budget Transfer W/In a Department - Comptroller - $43,000)

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Timothy Brown
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4035

Law Budget Transfer Within Department - $34,000 (Mayor Sarno)

WHEREAS, to meet the expenses of the City of Springfield for the fiscal year commencing July 1, 2016 and ending June 30, 2017 (FY'17), pursuant to Mass. Gen. Laws ch. 44 , Section 33B, and Chapter 468 of the Acts of 2008, the Chief Administrative and Financial Officer and his Honor the Mayor have requested authorization from the City Council to transfer the sum of $34,000 from the Law Department - Salary & Wages line to the Law Department - Professional Services line item, in order to fund costs associated with depositions and expert witness fees.

WHEREAS, after reviewing this order, the Chief Administrative and Financial Officer has certified to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the transfer, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, that the City Council approves the transfer of $34,000 from the Law Department - Salary & Wages line to the Law Department - Professional Services line item, in order to fund the costs associated with ongoing litigation and meet the expenses of the City of Springfield for Fiscal Year 2017.

From: Law Department - Salary & Wages
0100-10-151-0000-0000-0010-000000-0000000-501000- $34,000

To: Professional Services
0100-10-151-0000-0000-0010-000000-0000000-530105- $34,000

FINANCIAL IMPACT:

Law Budget Transfer Within Department - $34,000

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: **Springfield City Council**

From: **Timothy J. Plante, Chief Administrative & Financial Officer**

Date: **June 5, 2017**

Re: **Order for Council Meeting – June 5, 2017**

Cc: **Mayor Sarno**

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the June 5, 2017 Council meeting. This order is needed to transfer the sum of $34,000 from the Law - Salaries & Wages line item to the Law - Professional Services line item. This transfer is required to cover higher than predicted costs for Professional Services.

Background: Due to higher than predicted costs associated with litigation, the Law Department is forecasting a shortfall in funding for Professional Services for FY17. The Law Department is projected to have a surplus in its Salaries & Wages line due to vacancies throughout the year. This transfer will allow those savings to be used to offset higher than predicted costs for Professional Services.

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Certification - Law Transfer (4035 : Law Budget Transfer Within Department - $34,000)

City Council

SCHEDULED

Meeting: 06/05/17 04:00 PM
Initiator: Jennifer Whisher
Sponsors: Mayor Domenic J. Sarno
DOC ID: 4052 A

Transfer of Unexpended Bond Proceeds to Chestnut Middle School (Mayor Sarno)

WHEREAS, the City of Springfield seeks to apply unexpended bond proceeds resulting from project savings from the 15 Catherine Street Project to the fund capital improvement costs for the Chestnut Accelerated Repairs Project at Chestnut Middle School; and

WHEREAS, the City issued its $49,262,000 General Obligation State Qualified Municipal Purpose Loan of 2015 Bonds, Series A dated February 12, 2015 in part to finance the costs of acquiring the property located at 15 Catherine Street in the City, and environmental remediation at the property ("the Project"); and

WHEREAS, the Project is now complete, no liabilities relating to the Project remain, and it is desired that unexpended bond proceeds no longer needed for the Projects in the amount of $51,818.15, and funds from the Finance Holding Account in the amount of $6,552.20 be used to fund the deficit in the Chestnut Middle School Accelerated Repairs Project; and

WHEREAS, After reviewing this order, the Chief Administrative and Financial Officer has certified to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the transfer, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008;

BE IT ORDERED THAT: That in accordance with Chapter 44, Section 20 of the General Laws, the $58,370.35 unexpended balance of bond funds issued for Projects which have been completed and such amount is no longer needed for the Projects, is hereby appropriated by the City Council to pay for costs of, including the payment of any and all costs incidental and related thereto as follows:

From Account: 15 Catherine Street 3151-00-000-0000-0000-0000-000000-0000000-104000-

$51,818.15

From Account: Finance Holding Account 3199-00-000-0000-0000-0000-000000-0000000-104000-

$6,552.20

To Account: Chestnut Middle School 3150-00-000-0000-0000-0000-000000-0000000-104000

$58,370.35

The foregoing order requires a majority vote of all members of the City Council, in accordance with Chapter 44, Section 20 of the General Laws.

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: **Springfield City Council**

From: **Timothy J. Plante, Chief Administrative & Financial Officer**

Date: **May 31, 2017**

Re: **Order for Council Meeting – 6/5/2017**

Cc: **Mayor Sarno**

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the June 5, 2017 Council meeting to transfer a total of $58,370.35 of unexpended bond proceeds from the 2015 bond issuance for the Chestnut Middle School Accelerated Repairs Project and funds from the Finance Holding Account.

Background: The City Council approved the 15 Catherine Street bond order on August 18, 2014 and bonds were issued on February 12, 2015. As a result of project scope changes and tasks being completed under budget, unexpended bond proceeds in the amount of $51,818.15 are available to transfer to another account.

The $51,818.15 surplus Catherine Street funds will be used in conjunction with $6,552.20 from the Finance Holding Account to extinguish the deficit, after MSBA close-out, in the Chestnut Middle School capital fund. The current deficit in the Chestnut Middle School fund is $58,452.46 and this transfer will leave a balance of $82.11 in the account.

Part of the City's ongoing debt strategy is to reduce the debt schedule as much as possible, allowing more capital projects to be financed in future years. Part of this strategy includes repurposing unexpended bond proceeds whenever possible. Unexpended proceeds must be expended within a certain timeframe, in this case, 24 months. With that in mind, it's important we transfer proceeds to projects that are ready to be implemented in a short time frame. We will transfer unexpended bond proceeds strategically, reducing the City cost on the proposed projects listed below.

Unexpended Bond Proceeds Transfer									
Dept.	Fund	Sign Off	Project Funded	Current Term	Available	Fund	Project Funded	Current Term	Fund Deficit
DCAC	3151	Y	Purchase of Catharine Street	20	51,818.15	3150	Chestnut Middle School	20	58,452.46
Finance	3199	Y	Finance Holding Account	20	6,552.20				
Balance checked 5/31/17					**58,370.35**				**58,452.46**

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Acting Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with

Attachment: CAFO Cert - Unexpended Bond Proceeds - Chestnut (4052 : Transfer of Unexpended Bond Proceeds to Chestnut Middle School)

Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Cert - Unexpended Bond Proceeds - Chestnut (4052 : Transfer of Unexpended Bond Proceeds to Chestnut Middle School)