



PURCHASING AND CONTRACTS DIVISION

**CITY OF LONGMONT, COLORADO
CONTRACT AMENDMENT NUMBER SIX
REQUEST FOR PROPOSALS # RFP-VS-15004 STAFF AUGMENTATION FOR CDBG-DR PROGRAM
DELIVERY AND PROGRAM OVERSIGHT**

The Contract for Services (“Agreement”) by and between the City of Longmont, Colorado (“City”) and Hagerty Consulting, Inc. (“Consultant”) effective March 5, 2015, and subsequently amended December 8, 2015, June 30, 2016, July 11, 2016, August 19, 2016, and January 1, 2017 is hereby amended as set forth below.

This Amendment extends your service contract for the above services under the existing terms and conditions of the contract at the amended price structure – Appendix A to Contract, revision 4 (attached) – through December 31, 2018.

The following provision is hereby incorporated as Section 27 of the Agreement:

27 COMPLIANCE WITH CONTRACT PROVISIONS IN 2 CFR 200.326: Contractors are responsible for complying with all applicable regulations and restrictions found in 2 CFR 200.326 as amended. These regulations may include and are not limited to:

- 27.1 Administrative, contractual, or legal remedies
- 27.2 Termination for cause and for convenience
- 27.3 Equal Employment Opportunity
- 27.4 Davis-Bacon Act
- 27.5 Copeland “Anti-Kickback” Act
- 27.6 Contract Work Hours and Safety Standards Act
- 27.7 Clean Air Act – Federal Water Pollution Control Act
- 27.8 Energy Efficiency
- 27.9 Debarment and Suspension
- 27.10 Byrd Anti-Lobbying Amendment
- 27.11 Procurement of Recovered Materials
- 27.12 Rights to Inventions made under a Contract

All other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be duly executed.

CITY OF LONGMONT, COLORADO

HAGERTY CONSULTING, INC.

By: Valerie Scott

By: Bradley R. Grining

Name: Valerie Scott

Name: Bradley R. Grining

Title: Procurement Specialist

Title: Chief Operating Officer

Date: 12/28/2017

Date: December 28, 2017

City of Longmont

Proposal # RFP-VS-15004

Appendix A to Contract, **REVISION 4**

Revised Rate Schedule

Position	Estimated Annual Hours	Hourly Rate
Program Manager (<i>16 hours to 30 hours\week – not to exceed 120 paid hours per four week period</i>)	832-1,560 hours	\$ 200.00
Demolition Construction Manager (<i>Fully Burden Rate</i>)	0-120 hours*	\$ 166.00
Data Maintenance Specialist	60-120 hours*	\$ 125.00
Environmental Review Specialist	120-240 hours*	\$ 170.00
Travel costs for the Environmental Review Specialist will be incurred on an as needed on-site basis. (See attached Exhibit A for travel reimbursement schedule and requirements)		See Exhibit A for Eligible Travel costs and Requirements

* Requests submitted via email or on a task order basis by the City of Longmont.

Exhibit A

Allowable Travel Expenses:

In general, contractors\consultants are expected to select the nearest available or least expensive training, conference, or other travel purpose, and to select the most cost and time effective method of transportation. Contractors\consultants are expected to control costs by planning ahead to take advantage of economical travel opportunities.

Air Travel:

Air travel shall be by coach. Reimbursement for baggage fees shall be based on the lowest cost option. In general, one work day shall be allocated for departure and one day for return during the period that a Contractor\Consultant is traveling for the federal award.

Airfare costs in excess of the basic least expensive unrestricted accommodations class offered by commercial airlines are unallowable.

Meals Per Diem:

Meal expenses for overnight travel are limited to and paid on an actual cost basis but must be within the standard per diem per contractor\consultant rate as shown below. The meal per diem includes taxes and gratuities.

Alcoholic beverages are not an allowable expense.

Partial per diem applies to the day of departure and the day of return. Payment in excess of the partial per diem for the day of departure/return will be made only if the consultant\contractor leaves home prior to 7:00 a.m. and returns home after 7:00 p.m.

Full per diem applies to each full day on City business between the days of departure and return.

County	Full per diem	Partial Day Per Diem
Boulder\Broomfield County	\$ 61	\$ 40

Lodging:

Contractor\Consultant shall select the most reasonable and economical lodging available, giving consideration to the intent of the travel and the convenience of the lodging relative to the location and purpose of the travel. In the event that a contractor is accompanied by a spouse or family members, the City shall pay the single room rate only.

Rental Cars

Payment for rental cars at the point of destination must be reasonable and necessary. Rental Car charges in excess of the federal award travel dates are at the expense of the contractor\consultant.

Misc. Travel Expenses:

Reimbursable miscellaneous expenses include other transportation expenses required to carry out this federal award such as bus, taxi, ferry, shuttle, and parking. However, personal items and personal long distance calls are not reimbursable expenses. Reimbursement of miscellaneous expenses without a receipt will not be reimbursed.

The City will not pay for athletic, recreational, or entertainment activities or side trips for contractors and their guests.

Materials

Costs incurred for materials to carry out a Federal award are allowable. Costs include printing, copying and shipping services only.

Mileage:

Mileage shall be reimbursed at the current IRS rate at the time of travel. Mileage shall be calculated from the City to the point of destination and return, plus reasonable mileage for travel within the point of destination. Alternatively, if the contractor\consultant is travelling from their residence on behalf of the City, and mileage from their residence to the point of destination is less than from the City to the point of destination, the lesser amount will be reimbursed.

Receipts:

Receipts are required for the contractor\consultant to be reimbursed.