

RESOLUTION NO. 4029

A RESOLUTION APPROVING A CONTRACT AMENDMENT WITH THE MONTANA DEPARTMENT OF COMMERCE FOR EXTENSION OF TIME TO COMPLETE MAIN STREET PROGRAM CONTRACT SERVICES.

WHEREAS, the City of Miles City and the Montana Department of Commerce have entered into a grant agreement for completion of a certain Main Street project, and desire to extend the date for completion of said project until June 2, 2017;


AND WHEREAS, extension of said agreement requires the written agreement of the parties;

NOW THEREFORE, IT IS RESOLVED BY THE CITY COUNCIL OF THE CITY OF MILES CITY, MONTANA AS FOLLOWS:

1. "Contract Amendment #MT-16-MMS-60-002A" between the City and the Montana Department of Commerce, attached hereto as Exhibit "A", and made a part hereof, is hereby approved and adopted by this Council.

2. The Mayor of the City of Miles City is hereby empowered and authorized to execute said document on behalf of the City of Miles City, and bind the City of Miles City thereto.

SAID RESOLUTION FINALLY PASSED AND ADOPTED BY A DULY CONSTITUTED QUORUM OF THE CITY COUNCIL OF THE CITY OF MILES CITY, MONTANA, AT A REGULAR MEETING THIS 24TH DAY OF JANUARY, 2017.



John Hollowell, Mayor

ATTEST:



Lorrie Pearce, City Clerk

EXHIBIT A

COMMERCE CONTRACT #MT-16-MMS-60-002A

**MONTANA DEPARTMENT OF COMMERCE
MAIN STREET PROGRAM
CITY OF MILES CITY
CONTRACT AMENDMENT #MT-16-MMS-60-002A**

This Contract Amendment is entered into by and between the City of Miles City, Montana, (the Grantee) and the Montana Department of Commerce, located at 301 South Park, Helena, Montana (the Department).

The Grantee and the Department mutually agree to amend Contract #MT-16-MMS-60-002 (the Contract), executed by them on April 6, 2016, as follows:

1. Section 4 of the Contract is amended to read as follows:

Section 4. EFFECTIVE DATE AND TIME OF PERFORMANCE

- (a) This Contract shall take effect upon execution by the parties and will terminate on June 2, 2017, unless terminated earlier in accordance with the terms of this Contract.
 - (b) All authorized expenses to be reimbursed must be incurred by the Grantee between December 2, 2015 and June 2, 2017. All Requests for Funds must be submitted to the Department within 60 days of final Project close-out.
 - (c) The activities to be performed by the Grantee will be completed according to the implementation schedule set forth in Exhibit A. The Grantee may modify the implementation schedule set forth in Exhibit A only upon obtaining the prior written approval of the Department.
 - (d) The Department may grant a Contract extension upon request by the Grantee if the Department determines, in its sole discretion, that the Grantee has demonstrated progress toward completion of the Project, has engaged in a good faith effort to comply with the duties, terms, and conditions of this Contract, and that the failure to comply with any of those services, duties, terms, or conditions resulted from circumstances beyond the Grantee's control. A written request for an extension must be submitted at least 30 days prior to the termination date of the Contract.
2. Attachment A – Amended Project Implementation Schedule of the Contract has been revised. Please refer to new Attachment A hereto, which supersedes and replaces any previous versions of Attachment A in its entirety.

3. All other provisions of the Contract remain in full force and effect.

CITY OF MILES CITY

By: John Hollowell 1/10/2017
John Hollowell, Mayor Date

MONTANA DEPARTMENT OF COMMERCE

By: Jennifer Olson 1/11/2017
Jennifer Olson, Administrator Date

**ATTACHMENT A
PROJECT IMPLEMENTATION SCHEDULE
MAIN STREET PROGRAM
CONTRACT #MT-16-MMS-60-002A
CITY OF MILES CITY**

TASKS

MONTH

Project Start-up

Preparation of MDOC Contract

February 2016

Procurement of Professional Assistance

Submit Request for Proposals (RFP) to DOC,
for approval, if required

Publish RFP

Select Professional

Execute agreement with professional

March 2016

March 2016

March 2016

Project Implementation

Begin implementation of Façade Improvement Program (FIP)

Submit interim Request for Funds

Completion of initial implementation of FIP

November 2016

January 2017

April – May 2017

Project Close out

Submit final deliverable

Submit final Request for Funds and Completion Report

June 2017

June 2017

CONTRACT INFORMATION SHEET

Division staff are required to complete the items in blue print.

Contract Number:	<u>MT-16-MMS-60-002A</u>	Division:	<u>Comm Development</u>
Contractor's Name:	<u>City of Miles City</u>		
Approved As To Form Name:	<u>N/A</u>		
Approved As To Form Email:	<u>N/A</u>		
Contractor (Signee) Name:	<u>John Hollowell, Mayor</u>		
Contractor's Email:	<u>mayor@milescity-mt.org</u>		
Contractor's Address:	<u>17 S 8th Street, Miles City 59301</u>	Vendor Number:	<u>23484</u>
cc Name	<u>Dawn Colton</u>		
cc Email	<u>dawncolton@milescity-mt.org</u>		
Duns or FIN Number:	<u></u>	Begin Date:	<u>12/3/2015</u>
(Federal Funds Required)			
Amount:	<u>\$ 10,000.00</u>		
Organization Number:	<u>532210</u>	End Date:	<u>6/2/2017</u>
RFP Number (if app.):	<u></u>		
Program Number:	<u>51</u>		

Liaison:	<u>Maria Jackson</u>	Bureau Chief:	<u></u>
Liaison Email:	<u>mjackson3@mt.gov</u>	Bureau Chief email:	<u>acossitt@mt.gov</u>
Liaison Phone:	<u>841-2550</u>	Division Admin.	<u></u>
		Division Admin. email:	<u>dmitchell2@mt.gov</u>

Signatures:		Carbon Copies:	
Division Administrator	<u>Jennifer Olson</u> 12/29/2016	Liaison:	<input checked="" type="checkbox"/>
Fiscal Review	<u>Leri Jensen</u> 12/29/2016	Director (> \$200K):	<input type="checkbox"/>
Legal Counsel	<u>Amy Barnes</u> 12/29/2016	Deputy Director (<\$25K):	<input checked="" type="checkbox"/>
	<u></u>	Filenet	<input checked="" type="checkbox"/>
	<u></u>	Secretary of State:	<input type="checkbox"/>
	<u></u>	BIA:	<input type="checkbox"/>
	<u></u>	Clerk of Court:	<input type="checkbox"/>

Certificate Of Completion

Envelope Id: C3EC59E0195347DCAE67455A4CF5B9E5	Status: Completed
Subject: Montana Department of Commerce Contract #MT-16-MMS-60-002A for signature.	
Source Envelope:	
Document Pages: 4	Signatures: 5
Supplemental Document Pages: 0	Initials: 0
Certificate Pages: 6	
AutoNav: Enabled	Payments: 0
Envelopeld Stamping: Enabled	Envelope Originator:
Time Zone: (UTC-07:00) Mountain Time (US & Canada)	Contracts Admin
	301 S Park Ave
	Helena, MT 59601
	doccontracts@mt.gov
	IP Address: 161.7.59.23

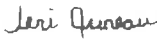
Record Tracking

Status: Original	Holder: Contracts Admin	Location: DocuSign
12/21/2016 9:02:42 AM	doccontracts@mt.gov	

Signer Events

Signer Events	Signature	Timestamp
Jennifer Olson jeolson@mt.gov Security Level: Email, Account Authentication (None)	 Using IP Address: 174.208.1.78 Signed using mobile	Sent: 12/21/2016 9:10:33 AM Viewed: 12/27/2016 8:55:38 AM Signed: 12/29/2016 4:14:01 PM


Electronic Record and Signature Disclosure:
Accepted: 12/29/2016 4:09:34 PM
ID: eeb567dd-e3a2-49ca-8773-e123831cc436

Teri Juneau tjuneau@mt.gov Fiscal Manager MT Dept of Commerce Security Level: Email, Account Authentication (None)	 Using IP Address: 161.7.59.23	Sent: 12/29/2016 4:14:02 PM Viewed: 12/29/2016 4:15:01 PM Signed: 12/29/2016 4:15:57 PM
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign
ID:

Amy Barnes AmyBarnes@mt.gov Security Level: Email, Account Authentication (None)	 Using IP Address: 161.7.59.24	Sent: 12/29/2016 4:15:58 PM Viewed: 12/29/2016 4:23:16 PM Signed: 12/29/2016 4:34:36 PM
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Electronic Record and Signature Disclosure:
Not Offered via DocuSign
ID:

John Hollowell mayor@miles-city-mt.org Security Level: Email, Account Authentication (None)	 Using IP Address: 64.89.211.179	Sent: 12/29/2016 4:34:38 PM Viewed: 1/10/2017 6:19:00 PM Signed: 1/10/2017 6:19:21 PM
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Electronic Record and Signature Disclosure:
Accepted: 1/10/2017 6:19:00 PM
ID: d02d8b35-9fac-453b-aaaa-2594d2e56879

Signer Events	Signature	Timestamp
Jennifer Olson jeolson@mt.gov Security Level: Email, Account Authentication (None)	 Using IP Address: 161.7.59.22	Sent: 1/10/2017 6:19:23 PM Viewed: 1/11/2017 9:50:57 AM Signed: 1/11/2017 9:51:35 AM

Electronic Record and Signature Disclosure:
Accepted: 12/29/2016 4:09:34 PM
ID: eeb567dd-e3a2-49ca-8773-e123831cc436

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Anne Cossitt acossitt@mt.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign ID:	COPIED	Sent: 12/21/2016 9:10:32 AM
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Maria Jackson mjackson3@mt.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 12/30/2014 9:09:47 AM ID: b3a455df-1ecb-44cc-a240-3a9b4ca5c895	COPIED	Sent: 12/21/2016 9:10:33 AM
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Dawn Colton dawncolton@milescity-mt.org Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign ID:	COPIED	Sent: 12/29/2016 4:34:38 PM Viewed: 12/30/2016 7:40:41 AM
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Doug Mitchell DMitchell2@mt.gov Deputy Director Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 10/10/2014 11:30:07 AM ID: c6108f88-efcc-40d5-88b1-e307a890c320	COPIED	Sent: 1/11/2017 9:51:37 AM
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Cyndi Davis CDavis3@mt.gov Payroll and Benefits Accountant Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign ID:	COPIED	Sent: 1/11/2017 9:51:37 AM Viewed: 1/12/2017 1:12:33 PM
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Notary Events	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	1/11/2017 9:51:37 AM
Certified Delivered	Security Checked	1/11/2017 9:51:37 AM
Signing Complete	Security Checked	1/11/2017 9:51:37 AM
Completed	Security Checked	1/11/2017 9:51:37 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

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Required hardware and software

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

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