COMMONWEALTH OF MASSACHUSETTS | STANDARD CONTRACT FORM



This form is jointly issued and published by the Office of the Comptroller, the Executive Office for Administration and Finance, and the Operational Services Division as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. The Commonwealth deems void any changes made on or by attachment (in the form of addendum, engagement letters, contract forms or invoice terms) to the terms in this published form or to the <u>Standard Contract Form Instructions and Contractor Certifications</u>, the <u>Commonwealth Terms and Conditions</u> the <u>Commonwealth Terms and Conditions</u> which are incorporated by reference herein. Additional non-conflicting terms may be added by Attachment. Contractors are required to access forms at <u>macomptroller.org/forms</u> or <u>mass.gov/lists/osd-forms</u>.

CONTRACTOR INFORMATION		COMMONWEALTH INFORMATIO	N
Contractor Legal Name		Department	MMARS Code
City of Somerville		Executive Office of Energy and Environm	nental Affairs ENV
d/b/a		Contract Manager Name	
Taral Address		Kara Runsten. MVP Director	
Legal Address As entered on Form W-9 or Form W-4		Business Mailing Address	
93 Highland Avenue, Somerville	02142	100 Cambridge St., 10th	Floor, Boston MA 02114
	, 02143		
Contract Manager Name		Billing Address If Different	
Meg Koglin, Public Space Planne	er		
Phone	Fax	Phone	Fax
(617) 625-6600 x2556		617-312-1594	
Email		Email	
mkoglin@somervillema.gov Vendor Code		kara.runsten@mass.gov MMARS Doc ID(s)	
Vendor code		WIWIARS DOC ID(S)	
MODELLE CONTROL CONTRO			
Vendor Code Address ID		RFR/Procurement or Other ID Number	
e.g. "AD001". AD	W7	ENV 26 MVP 01	
Note: The Address ID must be set up for Electronic F	unds Transfer (FFT) navments		
(NEW CONT		() CONTRACT A	MENDMENT
Procurement or Exception Type (Check one option		Current Contract End Date	Amendment Amount
	,	PRIOR to Amendment	Or Enter "No Change"
Statewide Contract (OSD or an OSD-designated department.)			*
(USD or an USD-designated department.)		Amendment Type	,
Collective Purchase		Check one option only. Attach details of amendm	nent changes.
(Attach OSD approval, scope, and budget.)		Amandment to Data Seems or Budget	
Department Procurement - Includes all Grants	815 CMD 2 00	Amendment to Date, Scope, or Budget (Attach updated scope and budget.)	
(Attach Solicitation Notice or RFR, and Respon		(mass species soops and suages,	
documentation.)		Interim Contract with Current Contractor	
	**	(Attach justification for Interim Contract and	I updated scope/budget.)
Emergency Contract (Attach justification for emergency, scope, and	hudget)	Contract Employee	
(mash jassinsaler her sinergeney, esope, and	oudgot.)	(Attach any updates to scope or budget.)	
Contract Employee		Other Breeurement Eveention	
(Attach Employee Status Form, scope, and bud	get.)	Other Procurement Exception (Attach authorizing language/justification ar	nd updated scope/budget.)
Interim Contract with new Contractor			
(Attach justification for Interim Contract and upo	ated scope/budget.)		
Other Procurement Exception			
(Attach authorizing language, legislation with sp	pecific exemption or earmark, and exception		н
justification, scope, and budget.)			
	in and the Company of the State		
TERMS AND CONDITIONS			
The Standard Contract Form Instructions and Con	ntractor Certifications and the following doc	ument are incorporated by reference into this C	ontract and are legally binding.
Check ONE option:	**		
Commonwealth Terms and Conditions	Commonwealth Terms and Conditions	for Human and Social Services C	Commonwealth IT Terms and Conditions
)			
COMPENSATION			
Check ONE option.			
The Department certifies that payments for autho sufficient appropriations or other non-appropriate			I in the state accounting system by
Camerant appropriations of other non-appropriate	a randa, subject to intercept for Commonwi	editii Owed debts dildel <u>0 13 CMR 3.00</u> .	
Rate Contract (No Maximum Obligation). (Att	ach details of all rates, units, calculations, cond	litions or terms and any changes if rates or terms ar	re being amended.)
Maximum Obligation Contract Total	n obligation for total desertion of the control of	a now total if contract in being account in the Co	007 200
waximum Obligation Contract. Total maximul	n obligation for total duration of this contract (of	r new total if contract is being amended): \$1,3	07,300

MMARS Doc ID(s)				3		
PROMPT PAYME	NT DISCOUNTS	(PPD)				MULTINGE CONTRACTOR OF THE STATE OF THE STAT
			(EFT) 45 days from invo	oice receipt. See Prompt Pay Discounts Police	CY.	
Contractors requesting a	accelerated payments	must identify a PPD a	s follows:			
Payment issued within:	10 days 15 days 20 days 30 days	% PPD. % PPD. % PPD. % PPD.				e e
If PPD percentages are le	eft blank, identify reas	son:				
Statutory/legal	Read	ly Payments (<u>M.G.L. c.</u>	29. § 23A)	Agree to standard 45-day cycle	Only initial pay	ment
				N FOR AMENDMENT		
Enter the Contract title, p Attach all supporting documents			otion of the scope of p	performance or what is being amended fo	r a Contract Amendment.	
To complete th	e project "Bl	essing of the	Bay Urban F	leat Resilience" as outlir	ned in Attachme	ents A and B.
CUIDDI IED DIVED	OLTY PROOPAL	I (ODD) DI AN				
SUPPLIER DIVERS Does the Supplier Divers		(SDP) PLAN				
	100 NOT 51 NOT 100 NOT	-I CDDitt-f	this Control is			
\subseteq		al SDP commitment for				
NO If NO,	and the department is	an Executive Departmen	nt, enter the appropriate	exemption: N/A - grant		
ANTICIPATED STA						
The Department and Contr						
1. may be incurr	ed as of the Effective I	Date (latest signature dat	e below) and no obligat	ions have been incurred prior to the Effective	Date.	
2. may be incur	ed as of	, 20 , a date L	ATER than the Effective	e Date below and no obligations have been	incurred prior to the Effecti	ve Date.
3. were incurred	as of	, 20 , a date PRIO	OR to the Effective Date	e below, and the parties agree that payments	s for any obligations incurre	d prior to the Effective Date
are authorized to	be made either as set	tlement payments or as	authorized reimbursem	ent payments, and that the details and circur	mstances of all obligations เ	
attached and inc	orporated into this Con	tract. Acceptance of pay	ments forever releases	the Commonwealth from further claims relat	ted to these obligations.	
CONTRACT END	DATE					
	performance expectation	ons and obligations shall	I survive its termination	obligations being incurred after this date unle for the purpose of resolving any claim or dis s, or during any lapse between amendments	spute, for completing any ne	amended, provided that the egotiated terms and
CERTIFICATIONS						
an authorized signatory of accessed and reviewed all Contractor Certifications ur performance of this Contra	the Contractor, the De documents incorporate der the pains and pen ct and doing business	partment, or a later Cont ed by reference as elect alties of perjury, and furl in Massachusetts are at	tract or Amendment Sta ronically published and ther agrees to provide a tached or incorporated	ract or Amendment shall be the latest date that of the latest date that Date specified above, subject to any request the Contractor makes all certifications requiring required documentation upon request to by reference herein according to the following the state of	ired approvals. The Contra red under the Standard Co support compliance, and a ng hierarchy of document p	ctor certifies that they have ntract Form Instructions and grees that all terms governing recedence, the applicable
Contractor's Response (exc	cluding any language s and the Contractor's R	tricken by a Department esponse only if made us	as unacceptable), and	n Instructions and Contractor Certifications, to additional negotiated terms, provided that add in 801 CMR 21.07, incorporated herein, pr	dditional negotiated terms v	ill take precedence over the
AUTHORIZING SIG			OR	AUTHORIZING SIGNATURE FOR TH		
Signature and date must be Signature /	e captured at time of si	gnature. Dat	te _ / _ /	Signature and date must be captured Signature	at unie or signature.	Date
Kayano	i Ball	antighe	9/25/20	25		
Print Name Katjana Ballant	yne	Print ti tle Mayor	/ /	Print Name	Print Title	

Scope of Services (Attachment A) FY26 EEA Municipal Vulnerability Preparedness Program – Action Grant City of Somerville August 2025

Grantee: City of Somerville

Name: Meg Koglin, Public Space Planner

Address: 93 Highland Avenue, Somerville, 02143

Phone: (617) 625-6600 x2556 Email: mkoglin@somervillema.gov

Project Title: Blessing of the Bay Urban Heat Resilience

Project Summary: The project seeks to improve local and regional urban heat resilience through the construction of a greenway at Blessing of the Bay Park in Somerville. Addressing urban heat is a core priority identified in Somerville's Climate Forward Plan. The project will build upon a community-led planning process to grow capacity and expand the park, replacing right-of-way asphalt with a shaded, low-carbon mobility route for environmental justice populations to access regional employment and transit centers at Assembly Square in Somerville and Wellington Circle in Medford.

Scope:

The tasks described in Attachment B will be performed according to the agreed-upon schedule and budget.

Funding Distribution:

Funding will be distributed by reimbursement upon completion of tasks outlined in Attachment B and submission of invoices. Costs eligible for reimbursement include all approved project costs incurred between the contract execution date and the contract termination date. Any amendments to this attachment or Attachment B must be approved by EEA prior to commencement of such activities. All grant funds must be spent according to the fiscal year breakdown below (before June 30, 2026, for FY26 funds and before June 30, 2027, for FY27 funds, as applicable). Please reference the RFR "ENV 26 MVP 01" for additional details on what is required for reimbursement and contact your MVP regional coordinator with any questions.

FY26 - \$243,100

FY27 - \$1,124,200

To receive grant funding, the applicant must agree to the fiscal requirements of the program by providing a statement from the authorized signatory of the organization acknowledging and accepting the following:

 The Grantee commits to match 10% (or 0% if Grantee is approved for no match or is an MVP-recognized tribe) of the total project cost using cash or in-kind contributions (or a combination of the two);

- The Grantee acknowledges that the funding under this grant will be provided on a reimbursement basis; and
- All matching funds provided by the Grantee or direct project partners have been approved and/or appropriated (or are in the process of being approved).

Additional details:

- Massachusetts sales tax is not a reimbursable expense.
- Work done prior to the project start date (the date the contract is issued and signed by the Commonwealth's Department Authorized Signatory) shall NOT be reimbursed. No funds will be granted for work performed after the contract termination date.
- For work completed before June 30, 2026, requests for reimbursement are due by July 31, 2026. For work completed between July 1, 2026 and June 30, 2027, requests for reimbursement are due by July 31, 2027.
- Any FY26 funds that are not spent by June 30, 2026 do not roll over to the next fiscal year and will be forfeited.

As tasks are completed and deliverables are submitted to, reviewed, and approved by EEA, the Grantee must submit a Reimbursement Package (template to be provided) containing the following items:

- 1. A signed letter (on city or town letterhead) from the Grantee requesting reimbursement.
- 1. All relevant invoices, including those from subcontractors. Invoices must itemize costs consistent with the agreed-upon scope of work. Invoices must include sufficient information for EEA to determine that the services were performed and/or products were received, and that the invoiced items meet all contractual performance requirements.
- 2. A detailed breakdown of the required match for the task. For in-kind services, include sufficient details to demonstrate the total amounts of match contributed, and as appropriate, a list of personnel, hours worked, hourly rates, etc.
- 3. A short case study and a summary PowerPoint slide with project images (due at the end of the project, templates to be provided).

Reimbursement Packages should be submitted as tasks are completed with the monthly progress report, and reflect work performed according to the schedule of deliverables included in the project budget. Reimbursement is generally made within 45 days after approval of a reimbursement package. Reimbursement packages are due before July 31, 2026 for FY26 funds and before July 31, 2027 for FY27 funds.

EEA will retain a minimum of ten percent (10%) of awarded funds until all contract provisions are satisfied and all deliverables have been received.

Progress Reporting:

To help EEA stay current on work being conducted over the course of the project, the Grantee will submit a brief monthly progress report (template to be provided), due by the 30th of the month, including:

- Significant activities that have occurred to show progress toward deliverables
- Whether a change in schedule or scope of work is anticipated
- Whether costs are anticipated to be overrun or underrun
- If additional assistance from EEA or partners is needed
- Invoices for work completed to date

The Grantee must be in regular communication with their MVP Regional Coordinator (RC) throughout the course of the project and submit all reporting documentation to the RC.

Changes in Scope, Schedule, or Budget:

The Grantee shall inform their RC <u>as soon as possible</u> if any change in the schedule or scope (including tasks and deliverables) is needed or if the Grantee expects an underrun or overrun of the budget, so that EEA can work with the Grantee to take any necessary steps. The RC will inform the Grantee of any necessary contract amendments or if the adjustment is minor enough to only require written approval from EEA. If circumstances beyond the Grantee's control make an extension or new split in funding between FY26 and FY27 necessary—please notify EEA <u>no</u> <u>later than May 1st</u> (so that we may discuss a potential amendment before the end of the fiscal year). These requests will be considered on a case-by-case basis and may not be approved.

Regulatory Compliance

Grantee agrees to comply with all applicable state, federal, and local laws and ordinances. Such compliance is a condition of this grant.

Additional Terms

Receipt of MVP funding shall not be considered state approval of the project for any necessary state, federal, or local permits, nor provide any indication of the project's competitiveness for future funding phases.

ē
ᅙ
~
面
₩
∞
ø
몆
ខ
Ö
÷
듩
2
ຍ
ш
0
来
×
2
Œ
2
2
M
8
Œ
76
ä
⊱
ш
Φ
ပ
둤
≝
20
ĕ
œ
±
8
Ĭ
_
ਰ
a
5
て
æ
ä
a a
چ
Ξ
6
D
Ξ,
S
Ø
9
m
Φ
Ħ
⋝
ā
Ĕ
ō
ŏ
m
Ħ
a
Ĕ
Ξ
ਹ
Ø
\tta
ч

Project Task	Deliverables	Approximate Start Date	Approximate End Date	Total Grant	In-Kind Match	Cash Match	Total Match	Total Project Cost
Tasks to be Completed by June 30, 2026								
Task 1: Project Kick-off, Management, and Reporting								
Sub-task 1.1 Kick-off meeting with Town, EEA, and Consultant Meeting notes, sign-in sheet	t Meeting notes, sign-in sheet	9/15/2025	11/15/2025	· •	\$ 480.00		\$ 480.00	\$480.00
Sub-task 1.2 Monthly progress reports FY26	Monthly progress reports submitted by the 30th of each month of the grant period to your MVP Regional Coordinator	7/1/2025	6/30/2026	· \$	\$ 1,440.00		\$ 1,440.00	\$1,440.00
Total Task 1 Cost				- \$	1,920.00	- \$	1,920.00	\$1,920.00
Task 2: Community Engagement in FY26								
Sub-task 2.1 Final Design Engagement	Registration List; Slide Deck; Meeting Recording; Flier and Signage Files	1/1/2026	3/31/2026	\$ 900.000	*		. ↔	\$900.00
Sub-task 2.2 Annual Stewardship Event FY26	Registration List; Photos	9/1/2025	11/15/2025	\$ 1,000.00	- \$	\$	- \$	\$1,000.00
Sub-task 2.3 Community Resiliency Programming FY26	Registration List; Photos; Education/Program Plan	9/1/2025	6/30/2026	\$ 6,400.00	•	\$		\$6,400.00
Total Task 2 Cost				\$ 8,300.00	- \$	- \$	- \$	\$8,300.00
Task 3: Pre-Construction Activities								
Sub-task 3.1 Design Phase Services	Meeting notes	10/1/2025	3/31/2026	- \$	- \$	1,530.00	\$ 1,530.00	\$1,530.00
Sub-task 3.2 Construction Document Development	90% Design Set; 90% City Comment Document; 100% CD Set	11/1/2025	1/31/2026	\$	- *	\$ 58,210.00	\$ 58,210.00	\$58,210.00
Sub-task 3.3 Project Bidding & Procurement	Bid Documents	2/1/2026	4/30/2026	\$	- \$	1,815.00	\$ 1,815.00	\$1,815.00
Total Task 3 Cost				\$	- \$	\$ 61,555.00	\$ 61,555.00	\$61,555.00
Task 4: Construction Activities FY26								
Sub-task 4.1 Site Preparation and Mobilization	Vendor Requisitions; Change Orders (if applicable); construction meeting notes; photos	4/15/2026	6/30/2026	\$ 82,200.00	- \$	\$	\$	\$82,200.00
Sub-task 4.2 Erosion Control	Vendor Requisitions; Change Orders (if applicable); construction meeting notes; photos	4/15/2026	6/30/2026	\$ 28,800.00	- \$	\$	- \$	\$28,800.00
Sub-task 4.3 Site Demolition / Utilities	Vendor Requisitions; Change Orders (if applicable); construction meeting notes; photos	4/15/2026	6/30/2026	\$ 88,800.00		. ↔	· •	\$88,800.00
Sub-task 4.4 Certified Arborist	Vendor Requisitions; Change Orders (if applicable); construction meeting notes; photos	4/15/2026	6/30/2026	\$ 35,000.00	- \$	\$	· \$	\$35,000.00
Total Task 4 Cost				\$ 234,800.00	- \$	\$	- \$	\$234,800.00
TOTAL PROJECT COST FY26				\$ 243,100.00	\$ 1,920.00	\$ 61,555.00	\$ 63,475.00	\$ 306,575.00

Tasks to be Completed by June 30, 2027								
Task 5: Project Management and Reporting								
Sub-task 5.1 Monthly progress reports FY27	Monthly progress reports submitted by the 30th of each month of the grant period to your MVP Regional Coordinator	7/1/2026	6/30/2027	· \$	\$ 1,440.00	\$	\$ 1,440.00	\$1,440.00
Sub-task 5.2 Project Case Study	Final Case Study Report, PowerPoint slide, project photos	6/1/2027	6/30/2027	\$	\$ 480.00	\$	\$ 480.00	\$480.00
Total Task 5 Cost				\$	1,920.00	· \$	1,920.00	\$1,920.00
Task 6: Community Engagement in FY27								

Sub-task 6.1 Community Celebration Event	Attendee Figures; Photos; Event & Programming Plan	3/1/2027	6/30/2027	1,000.00	\$	₩	. ↔	\$1,000.00
Sub-task 6.2 Annual Stewardship Event FY27	Registration List; Photos	9/1/2026	11/15/2026	1,000.00	\$	₩	· \$	\$1,000.00
Sub-task 6.3 Community Resiliency Programming FY27	Registration List; Photos; Education/Program Plan Summary	7/1/2026	6/30/2027	\$ 6,400.00	С		. ↔	\$6,400.00
Total Task 6 Cost				\$ 8,400.00	· \$	· \$		\$8,400.00
Task 7: Construction Activities FY27								
Sub-task 7.1 Construction Phase Support Services	Field Notes; Meeting Minutes	7/1/2026	6/30/2027	\$ 56,100.00	•	· «	*	\$56,100.00
Sub-task 7.2 Earthworks	Vendor Requisitions; Change Orders (if applicable); photos	7/1/2026	6/30/2027	\$ 222,400.00	. ↔	. ↔		\$222,400.00
Sub-task 7.3 Roadway	Vendor Requisitions; Change Orders (if applicable); photos	7/1/2026	6/30/2027	\$ 214,800.00	· •	. ↔	· •	\$214,800.00
Sub-task 7.4 Lighting	Vendor Requisitions; Change Orders (if applicable); photos	7/1/2026	6/30/2027	\$ 95,000.00	\$	· \$	· +	\$95,000.00
Sub-task 7.5 Drainage Infrastructure	Vendor Requisitions; Change Orders (if applicable); photos	7/1/2026	6/30/2027	\$ 89,500.00	. ↔	₩	. ↔	\$89,500.00
Sub-task 7.6 Green Infrastructure	Vendor Requisitions; Change Orders (if applicable); photos	7/1/2026	6/30/2027	\$ 66,200.00	\$		· \$	\$66,200.00
Sub-task 7.7 Site Furnishings	Vendor Requisitions; Change Orders (if applicable); photos	7/1/2026	6/30/2027	\$ 73,100.00	\$. ↔	\$73,100.00
Sub-task 7.8 Planting Soils & Mulch	Vendor Requisitions; Change Orders (if applicable); photos	7/1/2026	6/30/2027	\$ 58,100.00	- \$	\$ 86,527.22	\$ 86,527.22	\$144,627.22
Sub-task 7.9 Planting Mixes	Vendor Requisitions; Change Orders (if applicable); photos	7/1/2026	6/30/2027	\$ 68,700.00	\$	\$. ↔	\$68,700.00
Sub-task 7.10 Trees	Vendor Requisitions; Change Orders (if applicable); photos	7/1/2026	6/30/2027	\$ 105,500.00	- \$	\$	- \$	\$105,500.00
Sub-task 7.11 Plant Maintenance and Warranty	Vendor Requisitions; Change Orders (if applicable); photos	7/1/2026	6/30/2027	\$ 65,400.00	\$	\$	- \$	\$65,400.00
Total Task 7 Cost				\$ 1,114,800.00	· \$	\$ 86,527.22	\$ 86,527.22	\$1,201,327.22
Task 8: Regional Impact and Transferrability								
Sub-task 8:1 Site Visit with Resilient Mystic Collaborative Urban Heat Working Group	Registration List; Photos; Site Visit Summary	4/1/2027	6/30/2027	\$ 1,000.00	\$	•	· \$	\$1,000.00
Total Task 8 Cost				\$ 1,000.000 \$	·	·	·	\$1,000.00
TOTAL PROJECT COST FY27				\$ 1,124,200.00	\$ 1,920.00 \$	\$ 86,527.22	\$ 88,447.22	\$ 1,212,647.22
TOTAL PROJECT COST				\$ 1,367,300.00	\$ 3,840.00	\$ 148,082.22	\$ 151,922.22	\$ 1,519,222.22