



CONTRACT NAME: Universal Basic Income

CONTRACT NUMBER: 230058 dated 8/25/2022

WHEREAS, The City has entered into the contract numbered and dated above hereafter "the Contract," to obtain the following: Universal Basic Income

WHEREAS, The Chief Procurement Officer has determined that an amendment is necessary to fulfill the actual needs of the City, and is more economical and practical than awarding another contract.

This Amendment is made by and between the City of Somerville ("City") and University of Massachusetts (the "Vendor").

Table with contract details: Vendor Name (University of Massachusetts), Vendor Address (333 South Street, Suite 450, Shrewsbury, MA 01545-4176), Vendor Contact Name, Email, & Tel./Fax # (Robert O'Keefe, robert.okeefe@umb.edu, (617) 287-6226), Contract Amount (\$484,132.05), Purchase Order #, Contract Term (9/5/2022 through 3/31/2026), Procurement Type (Request for Proposals under MGL c. 30B, s. 6 (RFP #22-62)), Contracting Department (Mayor), Project Manager (Erica Satin-Hernandez).

NOW THEREFORE, the City and the Vendor in consideration of mutual covenants herein contained and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, agree as follows, to amend as follows:

1.1) The parties agree to amend the Contract Amount by \$68,227.63 to a new amount of \$ 484,132.05

1.2) The parties agree to amend the end of the Contract Term (and Completion Date) to the following: 3/31/2026

1.3) The parties agree to amend the scope, per Appendix A.

2.) Insurance. Concurrent with the execution of this Amendment, the Vendor shall deposit with the City new policies or certificates of insurance, in form and substance satisfactory to the City, for any additional insurance coverage required by this Amendment or existing insurance coverage about to expire.

3.) Continuing Representations. Execution of this Amendment by the Vendor shall constitute an affirmation that the certifications, representations, and warranties contained in the Contract remain true and correct.

4.) No Default. Execution of this Amendment by the Vendor shall constitute and affirm that the Vendor is not in default of any certification, representation, warranty, covenant or other provision contained in the Contract and no event has occurred which, but for the lapse of time or service of notice, or both, would constitute a default thereunder.

Vendor Certifications: Under the pains and penalties of perjury, the Vendor agrees to perform this Contract and provide the Goods and/or Services in accordance with the City of Somerville's Standard Contract General Conditions as set forth attached to original contract (first noted above) and the Federally Required Supplemental Conditions, as set forth within the attached hereto, made part hereof. Vendor is in full compliance with all laws of the Commonwealth of Massachusetts relating to taxes and to contributions and payments in lieu of taxes. The Vendor certifies that it has provided the City with an accurate tax identification number (TIN). In the event that the City is notified by the IRS for an incorrect TIN provided by the Vendor, the Vendor is responsible for penalties.

The Vendor certifies that its Federal tax identification number as reported to the IRS is: 04-3167352

This Contract has been duly executed and delivered on behalf of the Vendor by its: Officer (President, Vice President, Treasurer, Secretary) General Partner, Trustee, other: \_\_\_\_\_; in full compliance with the authority granted by its organizational documents and its votes or resolutions, which authority has not been amended, modified, or rescinded as of the date hereof.

In all other respects Contract 230058 is ratified and confirmed, including the changes.

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**Appendix B: Forms (Check if Applicable; If Unchecked, Not Applicable)**

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|--|--|
| <input checked="" type="checkbox"/> <b>Certificate of Authority</b>        | <input checked="" type="checkbox"/> <b>Somerville Living Wage Ordinance Form</b> |
| <input checked="" type="checkbox"/> <b>Evidence of Insurance</b>           | <input type="checkbox"/> <b>Vulnerable Road Users Ordinance Form</b>             |
| <input type="checkbox"/> <b>Certificate of Good Standing</b>               | <input type="checkbox"/> <b>Campaign Contribution Disclosure Form</b>            |
| <input type="checkbox"/> <b>Federally Required Supplemental Conditions</b> | <input type="checkbox"/> <b>Byrd Anti-Lobbying Certificate ( &gt; \$100K)</b>    |

IN WITNESS WHEREOF, the City and the Vendor have executed this amendment as a sealed instrument.

**VENDOR**

	Date Signed:
	Print Title:
<input checked="" type="checkbox"/> Vendor Signature (Duly Authorized):	Print Name:

**CITY**

City Auditor's Encumbrance Statement

I hereby certify that the total contract amount is \$\_\_\_\_\_ and that an unencumbered balance of \$\_\_\_\_\_ is available for the current fiscal year of this contract. I further certify that a sum of \$\_\_\_\_\_ is hereby encumbered against the appropriate account for the purposes of this contract and as funds become available, I will encumber additional sums as are required under this contract.

<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Edward Bean, City Auditor</b>	<b>Katjana Ballantyne, Mayor</b> <span style="float: right;"><b>Date Signed</b></span>
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<b>Angela M. Allen, Chief Procurement Officer</b>	<b>Approved as to form: Cynthia Amara, City Solicitor</b>
<input checked="" type="checkbox"/>	
<b>Erica Satin-Hernandez, ARPA Director</b>	

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**Appendix A**  
*Amendment Documentation*

The amendment changes the contract as follows:

- Adds a Phase I.V to cover the additional costs required to revise, as requested by the City, the plan set in Phase I
- Removes the action phase of the storytelling component from Phases II.b & II.d
- Adds funds for additional monitoring of the pilot in Phase II.g
- Reorganized the planned work in Phases II & III to better reflect the reality of the implementation and evaluation plan

For additional information, see Revised Scope of Services below.

C# 2300558			
Phase	Original Cost	Amendment 1	Difference
I	\$69,291.54	\$69,291.54	\$0.00
I.V	N/A	\$171,612.51	\$171,612.51
II	\$187,357.23	\$44,918.00	(\$142,439.23)
III	\$159,255.65	\$198,310	\$39,054.35
<b>Total</b>	<b>\$415,904.42</b>	<b>\$484,132.05</b>	<b>\$68,227.63</b>

## CITY OF SOMERVILLE GUARANTEED BASIC INCOME PILOT REVISED SCOPE OF SERVICES

The City of Somerville has seen tremendous growth over the last decade, catapulting it to one of Massachusetts' wealthiest cities (American Community Survey, 2020). Unfortunately, that growth left many residents behind and struggling to make ends meet even before the pandemic, which has exacerbated financial challenges for many who were already struggling, particularly related to housing. In order to make Somerville inclusive, equitable, and affordable, new strategies are needed to enable those who are experiencing poverty an opportunity to access the progress and opportunities available in Somerville.

Providing basic income in the form of unrestricted cash payments has emerged in recent years as a key strategy to directly address poverty. As of June 2022, 82 mayors across 29 states (including Cambridge and Chelsea, Massachusetts) have implemented basic income programs. There have been several basic income programs which have been successful in improving housing stability, financial health and well-being. For example, findings Stockton, California's Economic Empowerment Demonstration (SEED) revealed that monthly stipends increased full-time employment (by 12%), reduced the month-to-month income fluctuations that contribute to financial and housing instability, and increased well-being as compared with the control group.

The Denver Basic Income Project (DBIP) found that all three payment groups in their study showed an increase in the percentage of participants staying in their own home or apartment at the six-month follow up period, along with an overall decrease in the number of participants who reported sleeping at a shelter at the six month follow up, compared to at enrollment (Brisson et al., 2023), as well as a statistically significant improvement in their financial wellbeing. The households participating in the Chelsea Eats study were those experiencing high levels of food insecurity and financial distress. As a result of the program, food access and consumption were higher among households who received the cards, and these recipients were also more likely to see an improvement in their financial situation (Liebman et al., 2022). Taken together, the studies found that basic income alleviated financial strain, enhanced parent-child interactions, improved food quality, and personal development among participants.

Providing cash directly to residents addresses root causes of poverty, such as systemic racism and the gender wage gap, thus enabling families to thrive through unrestricted funds. The availability of American Rescue Plan Act (ARPA) funding to launch a two-million dollar Guaranteed Basic Income (GBI) pilot program arrives at a critical juncture, offering a lifeline to Somerville's low-income families still reeling from the ongoing pandemic.

Designing and implementing a GBI program entails a complicated and intertwined sets of goals choices and financial, operational, legal, and related challenges. For example, while GBI is a new program from the standpoint of the City, it exists on top of an existing extremely complicated and non-transparent system of public benefits that many recipients rely on and use to make financial decisions. Moreover, many low-income residents are likely unbanked or underbanked, in some instances relying on expensive alternatives to banks. Designing the pilot program and its

evaluation plan both take into account this existing system and the financial realities of low-income residents is critical to ensuring transparent and equitable access to unrestricted cash, and also to preserve public benefits for recipients. This will also avoid an array of administrative challenges for recipients.

We propose to assist the City of Somerville to design, run, and evaluate its ARPA-funded GBI pilot by utilizing the following protocol.

## **PHASE I: DESIGN THE GBI PILOT**

### **a. Project Kickoff**

The UMass Boston project team will meet with the Mayor and other key stakeholders — with consideration to involving impacted constituents — to clarify pilot goals, review project objectives, identify concerns and potential challenges, discuss and refine an inclusive and racially equitable process, and begin working on mapping out the decisions that need to be made to develop the pilot and the evaluation plan. The City and UMass Boston project team will also designate primary points of contact for the work.

### **b. Review of Documents and Preparation of Background Materials and Initial proposed Plan with Key Decision Points**

The project team will review key documents and online materials related to the City's GBI pilot program, the results of the recent Covid Listening Sessions, the Voices of Somerville Survey, as well as other community-related initiatives. We will also review ARPA funding requirements to ensure the design is in line with allowable activities. Based on the kickoff and this review, the project team will develop background/informational materials for the Mayor and the City team and an initial proposed plan that includes promising practices and key lessons learned from GBI initiatives in other municipalities with similar goals and includes the initial set of decision points for the City.

### **c. Review Proposal Plans and Make Program Design Decisions**

In collaboration with the Mayor and key stakeholders, the UMass Boston team will create scenarios to compare and contrast potential methods for defining target recipients, determining eligibility criteria, and determining a funding allocation process, considering the goals, ARPA requirements, feasibility, and equitable access. We will facilitate the stakeholder team through a process to determine the most optimal scenario vis a vis criteria identified by the Mayor and key stakeholders.

#### **c-1. Determine Eligibility Criteria**

The UMass Boston team will work with the City to determine eligibility criteria to access GBI. The project team will review literature, conduct a series of benchmarking interviews, and

consult with existing pilot programs to glean lessons learned for establishing eligibility criteria and consider whether there should be any exclusions for receipt of basic income.

#### **c-2. Determine Funding Allocation Process**

Based on previous steps, the UMass Boston team will work with the City to determine target number of households, the amount of the award, and frequency of GBI allocation. The project team will explore options for distribution (e.g., debit cards, cash, financial institutions, and/or financial apps (e.g., Venmo) based on recipient preferences, racial equity, the impact on public benefits, evaluation needs, and administrative constraints. Given that recipients on existing public benefits may be negatively impacted by their GBI allocation in ways that are not easily predictable in advance, the UMass Boston team will research developing a process for creating a “hold harmless” fund.

### **PHASE I.V: REVISE THE GBI PILOT PLAN TO MEET CHANGING PARAMETERS**

During program design, significant revisions became necessary based on feedback from City leadership and partners. Hence, additional time and resources are added to the project plan in order to update the program design as requested by the City. Phase I.V reflects work conducted by the UMass Boston project team to carry out the program re-design per the City’s newly stated parameters, as well as all ensuing steps in planning and coordination which lead up to the GBI Pilot’s implementation launch. These steps are listed below as a continuation of subpoints from Phase I.

#### **d. Redesign the Pilot Per City Parameters**

Based on feedback from City leadership and partners, the UMass Boston project team will redesign the GBI Pilot to reflect program priorities, such as feasibility of implementation, clarity of eligibility, and scope of public benefit. The project team will conduct additional literature review and stakeholder interviews in a process similar to subpoint c above. The team will advise and work with the City iteratively to generate a suitable final design.

#### **e. Investigate Obtaining Waivers from Agencies Administering Public Benefits**

While GBI is a new and promising program for Somerville’s residents, there is an existing extremely complicated and non-transparent system of public benefits that recipients rely on and make financial decisions. Participating in a GBI pilot could jeopardize participants’ existing benefits (and create fears that this could happen, even if not the case in reality). It is critical to address this issue upfront, incorporating the implications of public benefits receipt into the design at each step, rather than in retrospect, which could create a cascading array of administrative and recipient complications. Waivers will allow recipients of GBI to bypass the rules that typically count income against the eligible amount of public benefits. We will conduct an in-depth review of how waivers were obtained for other GBI programs, especially in Massachusetts. The UMass Boston team will engage stakeholders and determine which agencies are willing to grant waivers



for specific public benefits (e.g., SNAP, Section 8, etc.), so that GBI does not count as income, hence impacting other benefit allocations and taxes. The team will collect information on the process and timeline for obtaining waivers and propose options for how to handle instances where waivers are not attainable, including how to communicate with recipients.

#### **f. Obtain Waivers from Public Benefit Agencies**

The UMass Boston team will assist the City in submitting required documentation to secure waivers for public benefit programs. This will include assisting the City with the process of obtaining philanthropic funds needed to unlock certain waivers. We will ensure available waivers are in place prior to implementation. The team will help the City to develop user-friendly documents for recipients to understand the implications of GBI for their families in terms of maintaining their benefits.

#### **g. Ensure All Documentation Is Set Up Correctly for Tracking**

The UMass Boston team will assist the City in developing the documentation needed for project implementation, management, and evaluation purposes.

#### **h. Recruit Vendors and Assist with Procurement**

Based on the program goals and target recipients, the UMass Boston team will work with the City's procurement office and other departments to secure a vendor to distribute allocations. This will include interviewing potential vendors and advising the City on determining vendor selection criteria and otherwise prepare for the vendor selection process.

#### **i. Project Manage the Process from Program Design Development to Implementation**

The UMass Boston team will manage the process of taking the program design selected by the City through to the beginnings of implementation. This will include coordination of City agencies and partner organizations, handling communication between entities, scheduling of and notetaking at meetings, and other aspects of moving the work from concept to implementation.

### **PHASE II: IMPLEMENT AND SUPERVISE THE GBI PILOT**

#### **a. Design Communication Strategy, Including Storytelling**

Working with the City's communication team, the UMass Boston team will assist with determining goals of communication, messaging, and key elements of a communication strategy and outreach plan.

An important element to include in communications about guaranteed basic income programs is shifting the narrative around the causes of poverty, the social safety net, and racial and gender

equity. The communications strategy will include talking points centered around dignity and racial and gender justice to dispel myths and work to shift the narrative around poverty. The project team will help determine optimal modes of communication (e.g., social media, websites, text, 311, print and radio media, direct outreach), and strategize about key messages.

We propose that the City selects a storytelling cohort who are willing to speak to the press about their experiences, thus helping to dispel myths and shift the narrative around poverty. The communications expert from the UMass Boston team will assist with this approach.

During this phase, the project team will also discuss the communication formats, needs for language translation, and how to ensure messaging reaches all audiences. The project team will collaborate with the City's SomerViva Office of Immigrant Affairs to determine which languages to translate materials into. The UMass Team anticipates translation for three languages, including Spanish, Portuguese, and Haitian Creole, but could accommodate more languages if necessary.

#### **b. Ensure Informational Resources for GBI Recipients**

The UMass Boston team will work to ensure that potential GBI recipients have access to information resources that they need to decide if participation is right for them, given their particular financial situation, benefits, and income. This may include develop resources and/or locating a vendor to provide benefits counseling.

#### **c. Advise on Storytelling Process**

To implement the Communications Plan, the UMass Boston team will select a storytelling strategy and goal(s), with a timeline for implementation. The project team anticipates the storytelling to occur during and after the pilot program, to raise awareness about the program and shift the narrative, though final goals and strategy will be developed with the City administration and communications department. This proposal will be passed on to the City to carry out.

#### **d. Arrange for Translation of Materials and Provide Interpretation Services**

Working with the City, the UMass team will determine which materials to translate (or produce in) languages other than English. All program participant materials will be translated into all appropriate languages. The project team assumes the SomerViva Office will be able to assist with materials translation. The UMass team will also arrange for interpretation services for participants.

#### **e. Monitor the Pilot and Assist with Project Management**

The UMass Boston team will be available to assist the City in monitoring the pilot through the duration of the project and will assist with the management and coordination of the work. Examples of research and implementation support that may be needed during this phase include: liaising with other GBI communities to share experiences and best practices; researching vendors

for new services needed; and related activities as necessary.

**f. Ensure That the Steps Needed for Evaluation Are Occurring as Planned**

The UMass Boston team will be checking in regularly in Phase II to ensure data collection is occurring to ensure that it follows the plan outlined in Phase III.

**PHASE III: EVALUATE THE GBI PILOT**

**a. Design Evaluation Strategy and Select Sample**

We propose to conduct a mixed methods evaluation to assess the pilot, using a convergent design to conduct quantitative and qualitative research. The evaluation plan will commence during Phase I in order to ensure integration with the program design and that all of the specified variables can be collected and analyzed during the study timeframe.

The UMass Boston team will work with the City to determine specific goals and research questions for the outcome and implementation evaluation. At a minimum, per the City's specifications, we will measure pre- and post-economic conditions and well-being. In addition, we will assess program spending by category (e.g., food, utilities, etc.). For the implementation evaluation, we will capture participant and partner experiences with the GBI pilot and integrate those findings with the quantitative and qualitative measurement. We will also study how Somerville may sustain the GBI program, or parts of it, after the conclusion of the pilot period. This will attempt take into account the particular situation of the City, the laws of the Commonwealth, and lessons from other GBI programs' attempts at long-term sustainability. We will also attempt to look at ways the Somerville pilot can contribute to larger policy changes at the state or national level that support sustainability of the basic income approach.

The quantitative outcomes component will assess pre and post economic conditions, housing stability, public benefits changes, financial health and well-being of recipients. We will also assess spending and purchasing behaviors of recipients to better understand how recipients used funds to support their needs.

The qualitative implementation component has three goals: 1) to capture immediate learning and make course corrections; 2) to ensure that implementation is occurring with fidelity to the GBI program design; and 3) to understand the experiences of those receiving basic income.

The evaluation team will design the tasks, refine the timeframe, develop research questions, design interview protocols and survey instruments, and processes needed for the evaluation. Throughout the duration of the evaluation the City and implementation partners will weigh in and approve all aspects of the project. We will submit an application to the Institutional Review Board (IRB), based on the decisions made, and all subsequent IRB amendments as required. We anticipate a fast-turnaround and that the IRB will be considered exempt by our UMass Boston

Office of Research and Sponsored Projects.

## **b. Conduct Quantitative (Outcomes) Evaluation**

Baseline data will be collected prior to the distribution of funds. These data will measure the current economic conditions, housing stability, financial health, and overall well-being. We propose incorporating items from the Somerville Happiness Survey, which tracks happiness and satisfaction for Somerville residents, as well as using validated measures from related research efforts such as Stockton California Economic Empowerment Demonstration project and other initiatives. These measures, which will be reviewed and approved by the City of Somerville, may include The Short Form Health Survey 36 (measuring overall health and wellbeing), the Kessler 10 (measuring psychological distress), and other metrics.

### **b-1. Data Collection: Surveys**

The baseline survey will be sent prior to the distribution of funds to capture initial conditions. A midpoint survey will be conducted at the six-month mark. A final survey conducted at the end of the pilot will capture more detailed measures of financial well-being and employment. The data will be analyzed to measure changes over time.

We will perform descriptive statistics on key demographic variables. We will analyze the data to compare the results across time (longitudinal) for selected measures. .

### **b-2. Aggregate Spending**

Assuming debit cards are used for the distribution of funds, we will support the City's efforts to track how recipients spent income on a monthly basis. The debit card will enable a breakdown of key spending categories (e.g., food, utilities, transportation, etc.). It will also track transfers to financial institutions and cash withdrawals.

The data will be tracked to determine how spending occurred, the ways in which it varied by month-to-month. Assuming there is sufficient data for analysis, it will also be disaggregated by race, gender, and resident Ward. We will also include self-reported measure of spending and saving on the midpoint and final surveys.

## **c. Conduct Qualitative Evaluation (Outcomes and Implementation)**

Qualitative evaluation for the Somerville GBI Pilot will assess program outcomes, in the form of semi-structured interviews with recipients, as well as program implementation, in the form of stakeholder focus groups and ongoing recipient feedback.

For outcomes evaluation, the goal is to better understand recipients' experiences, perceptions, and decision-making in the face of housing instability (especially in tandem with employment and public benefits), and the strategies they employ to navigate these experiences. We will develop a semi-structured interview protocol based on the evaluation goals of the stakeholders, the extant literature, and the baseline survey. Given the short timeline of the project, and the need to

provide timeline feedback, we propose conducting interviews with recipients at the six-month mark. Interviews will be recorded (with consent), transcribed, and coded for key themes that emerge within and across the local teams. The UMass Boston project team will create memos throughout the process. Coding and analysis will be cross-checked to ensure inter-rater reliability, and “member checked” with program participants to increase validity.

For implementation evaluation, the goal is to capture key learnings and surface challenges as the initiative unfolds, with emphasis on ensuring that process challenges and outcome inequities can be immediately identified and addressed. We propose an inclusive and collaborative process that will involve all stakeholders in the process, including the City, implementation partners, and recipients. We will conduct five focus groups with implementation partners phased throughout the GBI Pilot planning and implementation period, as well as provide support in the development of a tracking form to capture issues emerging from participants.

Pending adjustments that are required pending the real-time issues and outcomes of the research process, this procedure may be adjusted as appropriate.

#### **d. Develop Draft Evaluation**

The UMass Boston team will analyze the data throughout the project. The quantitative and qualitative findings will be integrated. We will develop a report with findings and recommendations. Additional information requests for the City, interviews, or other research may occur at this time.

#### **e. Review Draft Evaluation with the City**

The UMass Boston team will review the draft with the Mayor and key stakeholders to gather feedback. We will then adjust as feasible.

#### **f. Complete and Deliver Final Evaluation**

After the review with the City and revisions, the UMass Boston team will submit the final completed evaluation. The final report will include an overview of the GBI project and evaluation, findings, visual displays of results, and recommendations. Upon request, the team will make a public presentation of its findings and recommendations.

**Appendix B**  
*Forms*

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**INSURANCE SPECIFICATIONS**

**INSURANCE REQUIREMENTS FOR AWARDED VENDOR ONLY:**

Prior to commencing performance of any work or supplying materials or equipment covered by these specifications, the contractor shall furnish to the Office of the Purchasing Director a Certificate of Insurance evidencing the following:

A. GENERAL LIABILITY - Comprehensive Form

Bodily Injury Liability.....\$ One Million

Property Damage Liability.....\$ One Million

1. A contract will not be executed unless a certificate (s) of insurance evidencing above-described coverage is attached.
2. Failure to have the above-described coverage in effect during the entire period of the contract shall be deemed to be a breach of the contract.
3. All applicable insurance policies shall read:  
**"CITY OF SOMERVILLE" as a certificate holder and as an additional insured** for general liability only along with a description of operation in the space provided on the certificate.

**Certificate Should Be Made Out To:**  
**City Of Somerville**  
**c/o Procurement and Contracting Services Department**  
**93 Highland Avenue**  
**Somerville, Ma. 02143**

**Note: If your insurance expires during the life of this contract, you shall be responsible to submit a new certificate(s) covering the period of the contract. No payment will be made on a contract with an expired insurance certificate.**



**SOMERVILLE LIVING WAGE ORDINANCE CERTIFICATION FORM**  
**CITY OF SOMERVILLE CODE OF ORDINANCES SECTION 2-397 et seq.\***

**Instructions:** This form shall be included in all Invitations for Bids and Requests for Proposals which involve the furnishing of labor, time or effort (with no end product other than reports) by vendors contracting or subcontracting with the City of Somerville, where the contract price meets or exceeds the following dollar threshold: \$10,000. If the undersigned is selected, this form will be attached to the contract or subcontract and the certifications made herein shall be incorporated as part of such contract or subcontract. **Complete this form and sign and date where indicated below on page 2.**

**Purpose:** The purpose of this form is to ensure that such vendors pay a “Living Wage” (defined below) to all covered employees (i.e., all employees except individuals in a city, state or federally funded youth program). In the case of bids, the City will award the contract to the lowest responsive and responsible bidder paying a Living Wage. In the case of RFP’s, the City will select the most advantageous proposal from a responsive and responsible offeror paying a Living Wage. In neither case, however, shall the City be under any obligation to select a bid or proposal that exceeds the funds available for the contract.

**Definition of “Living Wage”:** For this contract or subcontract, as of 7/1/2024 “Living Wage” shall be deemed to be an hourly wage of no less than \$17.72 per hour. From time to time, the Living Wage may be upwardly adjusted and amendments, if any, to the contract or subcontract may require the payment of a higher hourly rate if a higher rate is then in effect.

**CERTIFICATIONS**

1. The undersigned shall pay no less than the Living Wage to all covered employees who directly expend their time on the contract or subcontract with the City of Somerville.
2. The undersigned shall post a notice, (copy enclosed), to be furnished by the contracting City Department, informing covered employees of the protections and obligations provided for in the Somerville Living Wage Ordinance, and that for assistance and information, including copies of the Ordinance, employees should contact the contracting City Department. Such notice shall be posted in each location where services are performed by covered employees, in a conspicuous place where notices to employees are customarily posted.
3. The undersigned shall maintain payrolls for all covered employees and basic records relating hereto and shall preserve them for a period of three years. The records shall contain the name and address of each employee, the number of hours worked, the gross wages, a copy of the social

\* Copies of the Ordinance are available upon request to the Procurement & Contracting Services Department.



Form: \_\_\_\_\_  
Contract Number: \_\_\_\_\_

security returns, and evidence of payment thereof and such other data as may be required by the contracting City Department from time to time.

4. The undersigned shall submit payroll records to the City upon request and, if the City receives information of possible noncompliance with the provisions the Somerville Living Wage Ordinance, the undersigned shall permit City representatives to observe work being performed at the work site, to interview employees, and to examine the books and records relating to the payrolls being investigated to determine payment of wages.

5. The undersigned shall not fund wage increases required by the Somerville Living Wage Ordinance by reducing the health insurance benefits of any of its employees.

6. The undersigned agrees that the penalties and relief set forth in the Somerville Living Wage Ordinance shall be in addition to the rights and remedies set forth in the contract and/or subcontract.

**CERTIFIED BY:**

**Signature:** \_\_\_\_\_  
(Duly Authorized Representative of Vendor)

**Title:** \_\_\_\_\_

**Name of Vendor:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**INSTRUCTIONS: PLEASE POST**

**NOTICE TO ALL EMPLOYEES  
REGARDING PAYMENT OF LIVING WAGE**

Under the Somerville, Massachusetts' Living Wage Ordinance (Ordinance No. 1999-1), any person or entity who has entered into a contract with the City of Somerville is required to pay its employees who are involved in providing services to the City of Somerville no less than a "Living Wage".

The Living Wage as of 7/1/2024 is **\$17.72** per hour.

For assistance and information regarding the protections and obligations provided for in the Living Wage Ordinance and/or a copy of the Living Wage Ordinance, all employees should contact the City of Somerville's Procurement & Contracting Services Department directly.

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Form: \_\_\_\_\_  
Contract Number: \_\_\_\_\_

CITY OF SOMERVILLE

Rev. 08/01/12



**Certificate of Authority  
(Corporations Only)**

*Please see  
attached*

**Instructions:** Complete this form and sign and date where indicated below.

1. I hereby certify that I, the undersigned, am the duly elected Clerk/Secretary of

\_\_\_\_\_  
(Insert Full Name of Corporation)

2. I hereby certify that the following individual \_\_\_\_\_  
(Insert the Name of Officer who Signed the Contract and Bonds)

is the duly elected \_\_\_\_\_ of said Corporation.  
(Insert the Title of the Officer in Line 2)

3. I hereby certify that on \_\_\_\_\_  
(Insert Date: Must be on or before Date Officer Signed Contract/Bonds)

at a duly authorized meeting of the Board of Directors of said corporation, at which a quorum was present, it was voted that

\_\_\_\_\_  
(Insert Name of Officer from Line 2) (Insert Title of Officer from Line 2)

of this corporation be and hereby is authorized to make, enter into, execute, and deliver contracts and bonds in the name and on behalf of said corporation, and affix its Corporate Seal thereto, and such execution of any contract of obligation in this corporation's name and on its behalf, with or without the Corporate Seal, shall be valid and binding upon this corporation; and that the above vote has not been amended or rescinded and remains in full force and effect as of the date set forth below.

4. **ATTEST:**

**Signature:** \_\_\_\_\_  
(Clerk or Secretary)

**AFFIX CORPORATE SEAL HERE**

**Printed Name:** \_\_\_\_\_

**Printed Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

(Date Must Be on or after Date Officer Signed Contract/Bonds)

**Bala Sundaram**, Vice Provost for Research and Strategic Initiatives and Dean of Graduate Studies, Boston Campus, Boston, Massachusetts.

**Matthew L. Meyer**, Associate Vice Provost for Research and Director of the Office of Research & Sponsored Programs, Boston Campus, Boston, Massachusetts.

**Shala A. Bonyun**, Assistant Director for the Office of Research and Sponsored Programs, Boston Campus, Boston, Massachusetts.

#### Dartmouth Campus

**Mark Preble**, Chief Operating Officer and Acting Chancellor, Dartmouth Campus, Dartmouth, Massachusetts.

**Michael Goodman**, Acting Provost & Vice Chancellor for Academic Affairs, Dartmouth Campus, Dartmouth, Massachusetts.

**Michelle M. Plaud**, Manager of Pre and Post Award Administration, Dartmouth Campus, Dartmouth, Massachusetts.

**Deborah Dolan**, Pre-Award and Subrecipient Manager, Dartmouth Campus, Dartmouth Massachusetts.

**Megan Hennessey-Greene**, Director, Office of Research Administration, Dartmouth Campus, Dartmouth Massachusetts.

**Ramprasad Balasubramanian**, Vice Provost for Research and Academic Affairs, Dartmouth Campus, Dartmouth, Massachusetts.

#### Lowell Campus

**Jacqueline F. Moloney**, Chancellor, Lowell Campus, Lowell, Massachusetts.

**Joseph Hartman**, Provost, Lowell Campus, Lowell, Massachusetts.

**Steven O'Riordan**, Vice Chancellor for Finance and Operations, Lowell Campus, Lowell, Massachusetts.

**Susan Puryear**, Director, Office of Research Administration, Lowell Campus, Lowell, Massachusetts.

**Julie Chen**, Vice Chancellor for Research & Innovation, Lowell Campus, Lowell, Massachusetts.

**Anne Maglia**, Associate Vice Chancellor, Research Administration, Lowell Campus, Lowell, Massachusetts.

#### President's Office

**Eric Heller**, Executive Director of the University of Massachusetts Donahue Institute

#### Worcester

**Michael F. Collins**, M.D., Chancellor, University of Massachusetts Medical School, Worcester, Massachusetts.

**James Glasheen**, Executive Vice Chancellor Innovation & Business Development, University of Massachusetts Medical School, Worcester, Massachusetts.

**John C. Lindstedt**, Executive Vice Chancellor for Administration & Finance, University of Massachusetts Medical School, Worcester, Massachusetts.

**Katherine Luzuriaga**, M.D., Vice Provost for Clinical and Translational Research, University of Massachusetts Medical School, Worcester, Massachusetts.

**Janice Lagace**, Associate Director Research Funding Services, University of Massachusetts Medical School, Worcester, Massachusetts.

**Patti Onorato**, Managing Director, Clinical Delivery Solutions, Commonwealth Medicine, University of Massachusetts Medical School, Worcester, Massachusetts.

**Terence R. Flotte, M.D.**, Dean, School of Medicine, Provost and Executive Deputy Chancellor, University of Massachusetts Medical School, Worcester, Massachusetts,  
**James McNamara**, Executive Director, Office of Technology Management, University of Massachusetts Medical School, Worcester, Massachusetts,  
**Marcy Culverwell**, Associate Vice Chancellor for Administration & Finance, University of Massachusetts Medical School, Worcester, Massachusetts,  
**Amy Miarecki**, Assistant Vice Chancellor, Grants and Contracts Administration, University of Massachusetts Medical School, Worcester, Massachusetts,  
**Danielle Howard**, Director Clinical Research Operations, University of Massachusetts Medical School, Worcester Massachusetts,  
**Matty Spragens**, Director of Sponsored Programs, University of Massachusetts Medical School, Worcester Massachusetts,  
**Lisa M. Colombo**, Executive Vice Chancellor for Commonwealth Medicine, University of Massachusetts Medical School, Worcester Massachusetts  
**Elizabeth Giehl**, Director of Grant Accounting and Compliance, University of Massachusetts Medical School, Worcester Massachusetts  
**Mark S. Klempner, MD**, Executive Vice Chancellor for MassBiologics of UMMS, , University of Massachusetts Medical School, Worcester Massachusetts

I further certify that Lisa A. Calise, Andrew W. Russell, Kumble R. Subbaswamy, Michael F. Malone, Carol P. Sprague, Jennifer A. Donais, Marcia Day, Laura J. Howard, Steven D. Goodwin, Marcelo Suárez-Orozco, Kathleen Kirleis, Emily McDermott, Bala Sundaram, Matthew L. Meyer, Shala A. Bonyun, Mark Preble, Michael Goodman, Megan Hennessey-Greene, Ramprasad Balasubramanian, Michelle M. Plaud, Deborah Dolan, Jacqueline F. Moloney, Steven O'Riordan, Julie Chen, Joseph Hartman, Anne Maglia, Susan Puryear, Eric Heller, Michael F. Collins, MD, James Glasheen, John C. Lindstedt, Katherine Luzuriaga, MD, Janice Lagace, Patti Onorato, Terence R. Flotte, MD, James McNamara, Marcy Culverwell, Amy Miarecki, Danielle Howard, Matty Spragens, Lisa M Colombo, Elizabeth Giehl, and Mark S. Klempner are members of the University Administration with its principal office located at 333 South Street, Shrewsbury, County of Worcester, in the Commonwealth of Massachusetts.

Date: \_\_\_\_\_

*Zunilka Barrett*  
\_\_\_\_\_  
Zunilka Barrett, Secretary to the  
Board of Trustees



## SUPPLEMENTAL CONDITIONS (FOR CONTRACT NO. \_\_\_\_\_)

The parties agree that the Standard Contract General Conditions are hereby revised as follows:

### 1. SECTION 7 "Indemnification"

Delete the two paragraphs and substitute with the following:

Limitation of Liability. In no event shall UMass Boston be liable for any loss of profits, loss of use, loss of data, cost of cover, indirect, special, exemplary, punitive, incidental or consequential damages of any kind in connection with or arising out of this Agreement or the Services, even if UMass Boston has been advised of the possibility of those damages. Notwithstanding the foregoing, in no event shall its liability arising out of this Agreement or relating to the Services exceed the amounts actually paid.

UMass Boston, as an agency of the Commonwealth, does not have the authority to and shall not indemnify any entity. UMass Boston agrees to pay subject to the Massachusetts Tort Claims Act, M.G.L. c. 258, for any loss, liability or expense, which arises out of or relates to UMass Boston's negligent acts or omissions with respect to its obligations hereunder, where a final determination of liability on the part of UMass Boston is established by a court of law or where settlement has been agreed to by UMass Boston. This provision shall not be construed to limit UMass Boston's rights, claims or defenses which arise as a matter of law or pursuant to any other provision of this Agreement. This provision shall not be construed to limit the sovereign immunity of UMass Boston.

\*\*\* END OF SUPPLEMENTAL CONDITIONS \*\*\*