

**MONTANA DEPARTMENT OF COMMERCE
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
CONTRACT AMENDMENT #MT-CDBG-PL-17-03B**

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

The Grantee and the Department mutually agree to amend Contract # MT-CDBG-PL-17-03 executed on April 9, 2019, and Contract #MT-CDBG-PL-03A, executed on June 30, 2020 as follows:

- I. Section 5, EFFECTIVE DATE AND TIME OF PERFORMANCE is amended to read as follows:

Section 5. EFFECTIVE DATE AND TIME OF PERFORMANCE

- (a) This Contract shall take effect upon execution by the parties and will terminate on July 31, 2021, or upon approval of Grantee's Project completion report by the Department, whichever is later, unless otherwise terminated in accordance with this Contract.
- (b) All authorized expenses to be reimbursed must be incurred by the Grantee between September 7, 2018, and April 30, 2021. All requests for reimbursement must be submitted to the Department within ninety (90) days after September 30, 2020.
- (c) The activities to be performed by the Grantee will be completed according to the implementation schedule set forth in Exhibit A-1. The Grantee may modify the implementation schedule set forth in Exhibit A-1 only with prior written approval of the Department.
- (d) The Grantee will procure its engineer or other primary contractor within six (6) months of the execution of this Contract or the Contract will terminate unless the Department determines, in its sole discretion, that Grantee has demonstrated substantial progress towards procuring an engineer or contractor.
- (e) The Department may grant an extension to this Contract 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 sixty (60) days prior to July 31, 2021.

2. Exhibit A and Exhibit A-1 are amended. Please refer to Amended Exhibit, A-2, which is attached to the Contract and specifically incorporated herein by this reference. Amended Exhibit A-2 supersedes and replaces previous versions of Exhibit A in its entirety.
3. Section 6, SCOPE OF ACTIVITIES is amended to read as follows:

Section 6. SCOPE OF WORK

The Grantee will complete the Project and administer this Contract as set forth in the Grantee's application for Program assistance, including any amendments, approved by the Department. The Grantee will use Program funds for the following major components of the Project:

- Preliminary conference call with the Department prior to beginning the Project to confirm Project components and design; and
- Professional Services to complete a County Growth Policy Update, Comprehensive Capital Improvements Plan Update, Floodplain Ordinance Update, and Subdivision Regulations Update.
- Provide one (1) electronic copy of each final document to the Department.

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

BROADWATER COUNTY:

Darrell Folkvord, County Commissioner

Date

ATTEST:

Doug Ellis, Clerk and Recorder

APPROVED AS TO FORM:

Cory Swanson, County Attorney

MONTANA DEPARTMENT OF COMMERCE:

Tara Rice, Director

Date

**EXHIBIT A-2
Implementation Schedule**

TASK	MONTH
PROJECT START UP	
Preparation of MDOC Contract	December 2018
PROCUREMENT OF PROFESSIONAL ASSISTANCE	
Submit Request for Proposals (RFP) to DOC for approval, if required	
Publish RFP	May 2019
Select professional	January 2019
Execute agreement with professional	Feb 2019, rev. Aug 2020
PROJECT IMPLEMENTATION	
Prepare draft deliverables	Aug 2020- Dec 2020
Submit interim Request for Funds, Progress Report and draft deliverables	December 2019
Public review and comment	Dec 2020-Jan 2021
Finalize deliverables	Jan-Apr 2021
PROJECT CLOSE OUT	
Submit final deliverables	April 2021
Submit final Request for Funds and Completion Report	April 2021

CDD CONTRACT INFORMATION SHEET

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

Date of Gov. Award Letter:	<u>9/7/2018</u>	Date Met StartUp Conditions:	<u>9/7/2018</u>
Contract Number:	<u>MT-CDBG-PL-17-03B</u>	Division:	<u>CDD</u>
Contractor's Name:	<u>Broadwater County</u>		
Additional Name:	<u></u>		
Additional Email:	<u></u>		
Approved to Form Name:	<u>Cory Swanson, Attorney</u>		
Approved to Form Email:	<u>CSwanson@co.broadwater.mt.us</u>		
Contractor (Signee) Name:	<u>Darrel Folkvord</u>		
Contractor's Email:	<u>dfolkvord@co.broadwater.mt.us</u>		
Contractor's Address:	<u>515 Broadway Street</u>		
	<u>Townsend, MT 59644</u>	Vendor Number:	<u>23520</u>
Contractor's Address 2:	<u></u>		
Attest Name:	<u>Doug Ellis, Clerk</u>		
Attest Email:	<u>dellis@co.broadwater.mt.us</u>	Begin Date:	<u>Upon Execution</u>
		End Date:	<u>7/31/2021</u>
Amount:	<u>\$30,000</u>		
Organization Number:	<u>606702</u>		
RFP Number (if applicable):	<u></u>		
Program Number:	<u>60</u>		

Liaison:	<u>Cody Ferguson</u>	Program Manager:	<u>Cody Ferguson</u>
Liaison Email:	<u>cody.ferguson@mt.gov</u>	Operations Manager:	<u>A.C.Rothenbuecher@mt.gov</u>
Liaison Phone:	<u></u>	Additional Email:	<u>Rebecca.Shaw@mt.gov</u>

Signatures:

Division Administrator	<u>Jennifer Olson</u> 9/2/2020
Fiscal Review	<u>Heidi Sampson</u> 9/2/2020
Legal Counsel	<u>Jessica Blumberg</u> 9/2/2020
Deputy Director	<u></u>
OBPP	<u></u>

Carbon Copies:

Liaison:	<input checked="" type="checkbox"/>
Director (> \$25K):	<input type="checkbox"/>
Deputy Director (<\$25K):	<input type="checkbox"/>
Perceptive Content	<input checked="" type="checkbox"/>

Certificate Of Completion

Envelope Id: 1DA727A4316741048770FEB31AB7D8A1
 Subject: Montana Department of Commerce Contract #MT-CDBG-PL-17-03B for Signature
 Source Envelope:
 Document Pages: 5
 Certificate Pages: 6
 AutoNav: Enabled
 EnvelopeId Stamping: Enabled
 Time Zone: (UTC-07:00) Mountain Time (US & Canada)

Status: Sent

Envelope Originator:
 Contracts Admin
 PO Box 200501
 301 S. Park Ave
 Helena, MT 596200501
 doccontracts@esign.mt.gov
 IP Address: 161.7.239.202

Record Tracking

Status: Original
 9/1/2020 5:34:20 PM
 Holder: Contracts Admin
 doccontracts@esign.mt.gov
 Location: DocuSign

Signer Events

Jennifer Olson
 jeolson@mt.gov
 Security Level: Email, Account Authentication
 (None)

Signature

DocuSigned by:

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Timestamp

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 Signed: 9/2/2020 7:18:41 AM

Signature Adoption: Pre-selected Style
 Using IP Address: 174.45.45.11
 Signed using mobile

Electronic Record and Signature Disclosure:
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Heidi Sampson
 hsampson@esign.mt.gov
 MT Dept of Commerce
 Security Level: Email, Account Authentication
 (None)

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Electronic Record and Signature Disclosure:
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Jessica Blumberg
 Jessica.Blumberg@mt.gov
 Security Level: Email, Account Authentication
 (None)

DocuSigned by:

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Electronic Record and Signature Disclosure:
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Cory Swanson
 cswanson@co.broadwater.mt.us
 Security Level: Email, Account Authentication
 (None)

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Electronic Record and Signature Disclosure:
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 ID: 2186d4f4-2bb4-4839-bc8e-9e3cc97bfce7

Signer Events**Signature****Timestamp**

Darrel Folkvord
 dfolkvord@co.broadwater.mt.us
 Security Level: Email, Account Authentication
 (None)

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Doug Ellis
 dellis@co.broadwater.mt.us
 Security Level: Email, Account Authentication
 (None)

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Tara Rice
 tara.rice@mt.gov
 Security Level: Email, Account Authentication
 (None)

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

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**

A.C. Rothenbuecher
 A.C.Rothenbuecher@mt.gov
 Security Level: Email, Account Authentication
 (None)
Electronic Record and Signature Disclosure:
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Rebecca Shaw
 rebecca.shaw@mt.gov
 Security Level: Email, Account Authentication
 (None)
Electronic Record and Signature Disclosure:
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Cody Ferguson
 cody.ferguson@mt.gov
 Security Level: Email, Account Authentication
 (None)
Electronic Record and Signature Disclosure:
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Cyndi Davis
 CDavis3@mt.gov
 Security Level: Email, Account Authentication
 (None)
Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure		
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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)
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Screen Resolution:	800 x 600 minimum
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