



Contract

20210624
Amend# 3

City of Springfield Contract Tracer Document

The purpose of this document is to provide continuous responsibility for the custody of **CONTRACTS** during the processing period.

INSTRUCTIONS: Upon receipt, please initial and write in the date of receipt. When your department has approved and signed the contract, please initial and date in the forwarding section and deliver to the next department.

DEPARTMENT	DATE RECEIVED		DATE FORWARDED TO NEXT DEPT.	
	Initials	Date	Initials	Date
Community Development			MB	1/12/22
City Comptroller	PSB	1-13-22	PSB	1-14-22
Law	PF	1-15	PF	1-15-22
CAFO	4mm	1-20-22	4mm	1-25-22
Mayor	MS	1-25-22	MS	1-25-22
City Comptroller				
Community Development				

KB
11/3/2022

Vendor No.: 21695 Contract No.: 20210624 Contract Date: 08/27/2021

Contract Amt.: \$91,255.00 Issue Date: 01/12/2022 Renewal Date:

Appropriation Code1: 26451815-530105-64516 **\$795.00 Decrease**

Appropriation Code2:

Appropriation Code3:

Appropriation Code4:

Description of Funding Source: CDBG-NDR

Bid No.: Requisition No.: 21010342 PO No.: 21009127

Vendor Name: Enrique Santiago

Contract Type: Amendment #3


Contract Purpose: Rehab of 1-5-9 Atwood Place

Originating Dept.: Office of Disaster Recovery and Compliance

Expiration Date: 10/11/2025 Amendment Date: 1/12/2022 Extension Date:

TYPE OF DOCUMENT (Please select at least one):

New Renewal Amendment Extension



**FINAL AMENDMENT TO HEALTHY HOMES REHABILITATION
PROGRAM AGREEMENT (CONTRACT #20210624)**

AGREEMENT, made the 12 day of January, 2022 by and between Enrique Santiago with an address of 1 Atwood Place, Springfield, Massachusetts (hereinafter referred to as the "Borrower") and the City of Springfield, through its Office of Disaster Recovery, with the approval of its Mayor (hereinafter referred to as the "City") regarding the rehabilitation of the property at 1 Atwood Place, Springfield, Massachusetts.

WHEREAS, the City and the Borrower wish to amend the rehabilitation amount within the existing Agreement;

NOW, THEREFORE, the parties hereto agree that their Agreement dated August 27, 2020 shall be amended as follows:

1. **Increasing the original contract amount of \$52,135.25 (Fifty Two Thousand One Hundred Thirty Five 25/100 Dollars) as identified in the original agreement as Exhibit A – Project Budget, to an amended total of \$91,255.00 (Ninety Two Thousand Fifty 00/100 Dollars) as identified in this amended agreement as Exhibit A – Final Project Budget.**
2. **All other terms and conditions remain the same.**

IN WITNESS WHEREOF, the Borrower and the City have executed this Amendment on this _____ day of _____, _____.

BORROWERS:


Enrique Santiago

CITY OF SPRINGFIELD

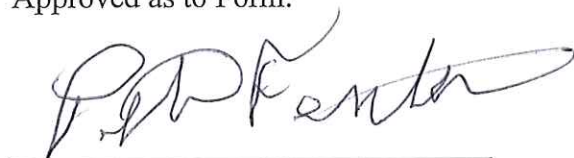

Office of Disaster Recovery

26451815-53065-64516 \$ 795.00 decrease

Approved as to Appropriation:


Office of Comptroller

Approved as to Form:


Law Department

APPROVED:


Chief Administrative & Financial Officer

APPROVED:

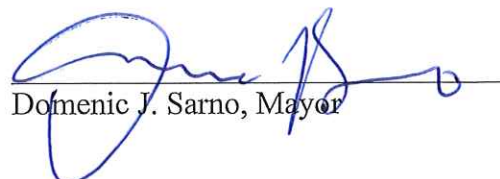

Domenic J. Sarno, Mayor

Exhibit A – Final Project Budget

Healthy Homes Rehab Project Budget

Homeowner/Borrower: Enrique Santiago

Project Address: 1-5-9 Atwood Place

Project Budget	Amount
Repair/Rehab	\$ 88,565.00
Lead Abatement	\$ 0.00
Lead Services	\$ 0.00
Legal Fees	\$ 730.00
Final Recording	\$ 310.00
NAI Plotkin	\$ 1,650.00
Total	\$ 91,255.00

MORTGAGE AMENDMENT #3
(Contract #20210624)

AGREEMENT, made as of the 12th day of January, 2022 by and between Enrique Santiago, hereinafter referred to as “**Mortgagor**”, of 1 Atwood Place, Springfield, Hampden County, Massachusetts, and the **City of Springfield**, a municipal corporation within the County of Hampden, Commonwealth of Massachusetts, with the approval of its Mayor, hereinafter referred to as the “**Mortgagee**”.

WHEREAS an existing Mortgage dated December 16, 2020, granting a security interest in the property known as 1 Atwood Place, Springfield, Massachusetts, is recorded at the Hampden County Registry of Deeds in Book 23628 Page 278. Said Mortgage expressly states an indebtedness in the principal amount of “Fifty Two Thousand One Hundred Thirty Five 25/100 Dollars (\$52,135.25)”

WHEREAS the Mortgagee and the Mortgagor have since amended the Promissory Note (See Schedule A) by Increasing the amount borrowed to a total amount of Ninety One Thousand Two Hundred Fifty Five 00/100 Dollars (\$91,255.00).

WHEREAS the Mortgagee seeks further security in the property to reflect total amount loaned to the Mortgagor,

NOW THEREFORE, the Mortgagor and Mortgagee hereto agree that the total indebtedness evidenced hereby is Ninety One Thousand Two Hundred Fifty Five 00/100 Dollars (\$91,255.00) Dollars

All other terms and conditions contained in the Mortgage instrument dated December 16, 2020, recorded January 4, 2021 in the Hampden County Registry of Deeds in Book 23628, Page 278 remain the same and are incorporated herein by reference.

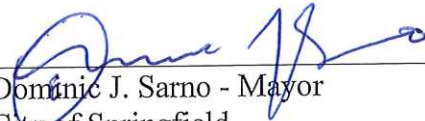
IN WITNESS WHEREOF, The Mortgagor and the Mortgagee have executed this Agreement on this 12 day of January, 2022.

SIGNATURES APPEAR ON FOLLOWING PAGE


Witness


Enrique Santiago – Mortgagor


Witness


Dominic J. Sarno - Mayor
City of Springfield
Mortgagee

COMMONWEALTH OF MASSACHUSETTS

HAMPDEN, SS.

On this 12th day of January, 2022, before me, the undersigned notary public, personally appeared Enrique Santiago, proved to me through satisfactory evidence of identification, which was DL-SP66 10 33, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that s/he signed it voluntarily for its stated purpose.



Notary Public,
My Commission Expires: May 06, 2022.

COMMONWEALTH OF MASSACHUSETTS

HAMPDEN, SS.

On this _____ day of _____, 2022, before me, the undersigned notary public, personally appeared **Dominic J. Sarno**, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose.

Notary Public,
My Commission Expires: _____.

SCHEDULE A – PROMISSORY NOTE

FINAL AMENDMENT TO PROMISSORY NOTE
(City)

THIS FIRST AMENDMENT TO PROMISSORY NOTE (this "Amendment") is executed as of the ____ day of _____, 2021, by and between THE CITY OF SPRINGFIELD, (the "City"), and Enrique Santiago, (the "Borrower").

RECITALS

A. The Borrower executed a Promissory Note, payable to the City, as of December 16, 2020 (the "Note").

B. A change order, agreed upon by the Borrower and the City, will increase the borrowed amount to \$91,255.00

AMENDMENT

Now, therefore, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Borrower and the City hereby agree as follows:

1. The December 16, 2020 Promissory Note had an original principal amount of **(\$52,135.25)**.
2. Due to the increased projected new costs, the parties agree to increase the original principal amount of the Note to **\$91,255.00 (Ninety One Thousand Two Hundred Fifty Five 00/100 Dollars)**.

This Note will continue to be secured by a Mortgage (and amendment) duly filed for record at the Hampden County Registry of Deeds.

3. All other terms and conditions contained in the original Promissory Note dated December 16, 2020 remain unchanged.

IN WITNESS WHEREOF, this First Amendment to Promissory Note has been duly executed by the undersigned as of the date and year first above written.


SIGNATURES APPEAR ON FOLLOWING PAGE

BORROWER:

Enrique Santiago,

By: 
Enrique Santiago

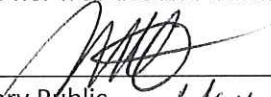
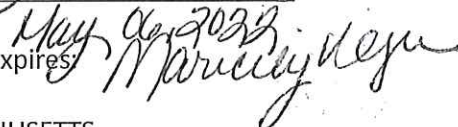
CITY:

By: 
Domenic J. Sarno – Mayor

COMMONWEALTH OF MASSACHUSETTS

HAMPDEN, SS

On this 12th day of January, 2021, before me, the undersigned Notary Public, personally appeared the above-named Enrique Santiago, proved to me through satisfactory evidence of identification, which was DL-58661633, to be the person whose name is signed on the preceding or attached document, and acknowledge that she signed it voluntarily for its stated purpose, and acknowledged to me that she executed the same as her free act and deed.


Notary Public
My Commission Expires: May 06, 2022


COMMONWEALTH OF MASSACHUSETTS

HAMPDEN, SS

On this ___ day of _____, _____, before me, the undersigned Notary Public, personally appeared the above-named Domenic J. Sarno, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the person whose name is signed on the preceding or attached document, and acknowledge that he signed it voluntarily for its stated purpose, and acknowledged to me that he executed the same as his free act and deed.

Notary Public
My Commission Expires:


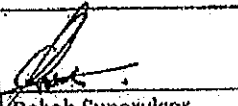
Office of Housing CHANGE ORDER REQUEST

PROJECT NAME	Healthy Homes Program		
LOCATION OF WORK	1 Atwood Terrace		
PROJECT MANAGER	William Brock	HOMEOWNER	Enrique Santiago
REQUESTING PARTY	Construction Co-Op	DATE OF REQUEST	5/19/2021

CHANGE REQUEST OVERVIEW	
DESCRIPTION OF CHANGES NEEDED	Re-Place a casement window in second floor apartment, two basement windows, and repair five basement windows.
REASON FOR CHANGE	These windows were not included in the original scope of work and need to be addressed.
SUPPORT & JUSTIFICATION DOCUMENTS	The casement windows are outdated and have a low R-rating. Two of the basement windows are in disrepair and inoperable. There are five other basement windows that are not designed to open but need to be repaired to provide daylight in crawl space.
SPECIFICATIONS	Windows will be removed, new vinyl efficient windows will be installed, and clear Lexan applied to repaired windows to provide daylight in crawl space. The basement windows will be trimmed on interior.
ADDITIONAL INFORMATION	

#1

CHANGE IN CONTRACT PRICE		CH
ORIGINAL PRICE	\$44,605.00	ORIGINAL
NET CHANGES OF PREVIOUS CHANGE ORDERS	\$0.00	NET CH/
NET INCREASE /-DECREASE	\$3,250.00	CHANGI
TOTAL CONTRACT PRICE WITH APPROVED CHANGES	\$47,855.00	NET INC
		TOTAL C
		WITH A

ACCEPTED BY SIGNATURE		APPROVED BY SIGNATURE	
HOMEOWNER NAME	Enrique Santiago	SUPERVISOR NAME & TITLE	Rehab Supervisor, Tina Quagliato-Sullivan, Director
DATE		DATE	5/20/2021

Construction Co-Op
2 Birnie Ave
Springfield, MA 01107



Estimate

ADDRESS
Enrique Santiago
1 Atwood Place
Springfield, MA 01109

ESTIMATE # 1125
DATE 05/19/2021
EXPIRATION DATE 06/10/2021

ACTIVITY	QTY	UNIT	AMOUNT
Installation Purchase and install one window second floor to replace existing casement. Install two basement windows, and five 1/4" clear lexan to repair basement windows.	1		3,250.00

TOTAL **\$3,250.00**

Accepted By

Accepted Date

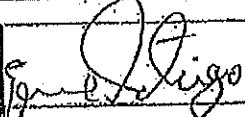

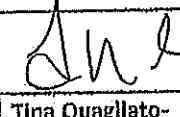
Office of Housing CHANGE ORDER REQUEST

PROJECT NAME	Healthy Homes Program		
LOCATION OF WORK	1 Atwood Place		
PROJECT MANAGER	William Brock	HOMEOWNER	Enrique Santiago
REQUESTING PARTY	Construction Co-Op	DATE OF REQUEST	5/19/21

CHANGE REQUEST OVERVIEW	
DESCRIPTION OF CHANGES NEEDED	<i>Cost adjustment for windows and roofing.</i>
REASON FOR CHANGE	<i>Increased cost of materials over the period of time since the submission of original BID.</i>
SUPPORT & JUSTIFICATION DOCUMENTS	<i>Due to the significant amount of time that has passed between the submission of the original BID and the start of the project, costs of all materials have increased.</i>
SPECIFICATIONS	<i>Windows have increased 20%, roofing materials have increased 18%, and plywood prices have doubled.</i>
ADDITIONAL INFORMATION	

#2

CHANGE IN CONTRACT PRICE		
ORIGINAL PRICE	\$44,605	ORIGINAL CONTRACT PRICE
NET CHANGES OF PREVIOUS CHANGE ORDERS	\$3,250.00	NET CHANGE ORDER PRICE
NET INCREASE / DECREASE	\$2,200.00	NET CHANGE ORDER PRICE
TOTAL CONTRACT PRICE WITH APPROVED CHANGES	\$50,055.00	TOTAL CONTRACT PRICE WITH APPROVED CHANGES

ACCEPTED BY SIGNATURE		APPROVED BY SIGNATURE		
HOMEOWNER NAME	Enrique Santiago	SUPERVISOR NAME & TITLE	Rehab Supervisor,	Tina Quagliato-Sullivan, Director
DATE	05/19/2021	DATE	6/30/2021	4/30/21

Construction Co-Op
2 Birnie Ave
Springfield, MA 01107



Estimate

ADDRESS
Enrique Santiago
1 Atwood Place
Springfield, MA 01109

ESTIMATE # 1126
DATE 05/19/2021
EXPIRATION DATE 06/19/2021

ACTIVITY	QTY	RATE	AMOUNT
Materials:Job Supplies Windows Increase 20%	1	880.00	880.00
Materials:Job Supplies Roof Increase 18%	1	840.00	840.00
Materials:Job Supplies Plywood Increase	16	30.00	480.00
TOTAL			\$2,200.00

Accepted By

Accepted Date

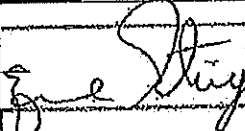
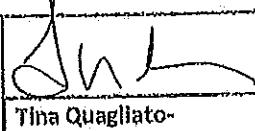
Office of Housing CHANGE ORDER REQUEST

PROJECT NAME	Healthy Homes Program		
LOCATION OF WORK	1 Atwood Place		
PROJECT MANAGER	William Brock	HOMEOWNER	Enrique Santiago
REQUESTING PARTY	NAI Plotkin	DATE OF REQUEST	5/19/21

CHANGE REQUEST OVERVIEW	
DESCRIPTION OF CHANGES NEEDED	Vinyl Siding on all elevations and all sides of the building is damaged and falling.
REASON FOR CHANGE	Original specification called for a small amount of patch and repair for 3 sq. Addendum now calls for and increase to 30 sq
SUPPORT & JUSTIFICATION DOCUMENTS	Plotkin upon inspection concluded that a large portion of the structures siding is falling calling for a complete replacement of all vinyl siding and window shutters.
SPECIFICATIONS	Remove and dispose of old siding, install new 3/8 in fanfold rigid insulation, install new vinyl siding, fabricate and install break metal on all exposed wood, replace 16 pairs of vinyl window shutters.
ADDITIONAL INFORMATION	Plotkin addendum inspection attached.

3

CHANGE IN CONTRACT PRICE		CH
ORIGINAL PRICE	\$44,605.00	ORIGIN
NET CHANGES OF PREVIOUS CHANGE ORDERS	\$5,450.00	NET CH
NET INCREASE / DECREASE	\$26,650.00	NET INC
TOTAL CONTRACT PRICE WITH APPROVED CHANGES	\$76,705.00	TOTAL WITH A

ACCEPTED BY SIGNATURE		APPROVED BY SIGNATURE	
HOMEOWNER NAME	Enrique Santiago	SUPERVISOR NAME & TITLE	Rehab Supervisor, Tina Quagliato-Sullivan, Director
DATE		DATE	6/05/2021 6/30/21



1360 Main Street, Suite 1410
Springfield, Massachusetts 01103

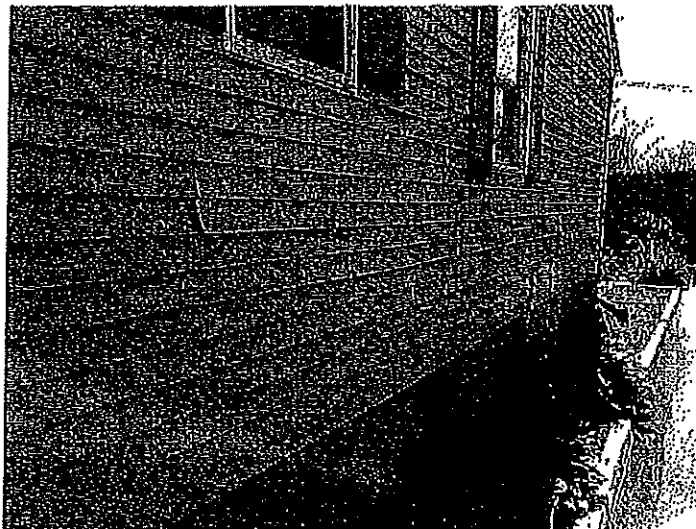
NAIPlotkin.com

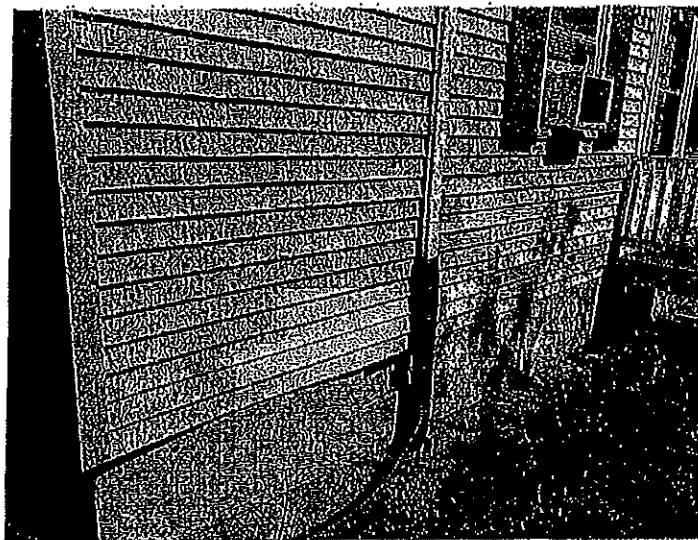
1-5-9 Atwood Place
Springfield, MA

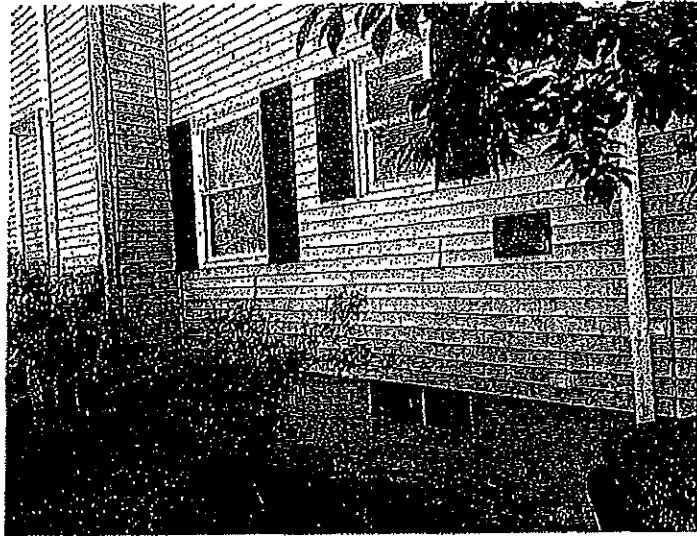
Addendum Number One

Exterior – Vinyl Siding and Shutters

- The vinyl siding on all elevations is damaged and falling. (approximately 3,000 sq. ft. or 30 Squares)
 - Remove and properly dispose of all old siding, soffit, and aluminum trim.
 - Install new 3/8-inch fanfold rigid insulation on all walls to be sided.
 - Install new vinyl siding, vinyl soffit and required vinyl accessories on walls to be sided.
 - Fabricate and install break metal on all exposed wood trim including rakes, fascia and door and window trim.
 - Replace 16 pairs of vinyl window shutters.







CONTRACTORS BID FORM

IDENTIFIED ITEMS AND PROPOSED LABOR & MATERIAL COSTS	
REPAIR ITEM	LABOR & MATERIAL COSTS
Dumpster Rental Fee	650.00
Exterior - Vinyl Siding and Shutters	26,000.00
TOTAL ADDENDUM #1	26,650.00


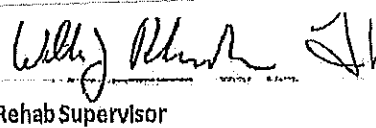
Office of Housing CHANGE ORDER REQUEST

PROJECT NAME	Healthy Homes rehab		
LOCATION OF WORK	1 Atwood Place		
PROJECT MANAGER	William Brock	HOMEOWNER	Enrique Santiago
REQUESTING PARTY	Construction Co-Op	DATE OF REQUEST	06/16/2021

CHANGE REQUEST OVERVIEW	
DESCRIPTION OF CHANGES NEEDED	Seal all joints of structural insulation and the nailing fin for all the windows. Installation of 3/8 backer and siding onto framing. Remove new gutters to accommodate for new coll trim and soffit.
REASON FOR CHANGE	Currently home none of the joints have been sealed. There is no wood sheathing on exterior of home. The gutters were already installed after roof was completed, the change for siding came after roof and gutters were installed.
SUPPORT & JUSTIFICATION DOCUMENTS	Proper sealing of joints of exterior sheathing and nailing fin to prevent air, moisture, and water penetration. The new 3/8 insulation and siding must be carefully secured to framing adding to more time to the installation. Original specs required siding repair, not complete removal and complete installation of siding and aluminum trim.
SPECIFICATIONS	Install Zip tape to all joints on sheathing and nailing fin, overlapping perpendicular joints, and taping two feet below windowsills. The 3/8 insulation will be installed one level at a time, and then siding will be installed per lever, this will help installer can keep in line with framing using the existing nails on the existing structural insulation. Remove new gutters for the installation of new soffit, and re-install after soffit is completed.
ADDITIONAL INFORMATION	

CHANGE IN CONTRACT PRICE	
ORIGINAL PRICE	44,605.00
NET CHANGES OF PREVIOUS CHANGE ORDERS	5,450.00 32,100.00
NEW INCREASE//DECREASE	3530.00
TOTAL CONTRACT PRICE WITH APPROVED CHANGES	59,995.00 80,235.00

#4

ACCEPTED BY SIGNATURE		APPROVED BY SIGNATURE	
HOMEOWNER NAME	Enrique Santiago	NAME & TITLE	Rehab Supervisor
DATE	06/16/2021	DATE	06/16/2021

10/14/21

Construction Co-Op
2 Birnie Ave
Springfield, MA 01107



Estimate

ADDRESS
Enrique Santiago
1 Atwood Place
Springfield, MA 01109

ESTIMATE # 1191
DATE 06/16/2021
EXPIRATION DATE 06/16/2021

ACTIVITY	QTY	RATE	AMOUNT
Job Supplies Purchase 30 sq. Zip Tape		380.00	380.00
Installation Installation of 30 sq. of Zip Tape to all joints on sheathing and nail fin, overlapping perpendicular joints, and taping two feet below windowsills.		1,200.00	1,200.00
Installation Installation of 3/8 Insulation installed one level at a time, and then siding will be installed per lever, to help installer keep in line with framing using the existing nails on the existing structural insulation		1,500.00	1,500.00
Installation Remove new gutters for the installation of new soffit, and re-install after soffit is completed.		450.00	450.00

TOTAL **\$3,530.00**

Accepted By

6/17/21

Accepted Date

Office of Housing CHANGE ORDER REQUEST

PROJECT NAME	Healthy Homes rehab		
LOCATION OF WORK	1 Atwood Place		
PROJECT MANAGER	William Brock	HOMEOWNER	Enrique Santiago
REQUESTING PARTY	Construction Co-Op	DATE OF REQUEST	08/11/2021

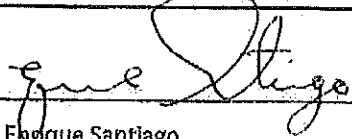

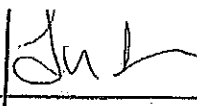
CHANGE REQUEST OVERVIEW

DESCRIPTION OF CHANGES NEEDED	<i>Seal all joints of structural insulation and the nailing fin for all the windows. Installation of 3/8 backer and siding onto framing. Remove new gutters to accommodate for new coil trim and soffit. Purchase additional 6 sq. of siding required to finish</i>
REASON FOR CHANGE	<i>Currently home none of the joints have been sealed. There is no wood sheathing on exterior of home. The gutters were already installed after roof was completed, the change for siding came after roof and gutters were installed. The porch design on the rear of home has walls on either side that go from the bottom up to the second story.</i>
SUPPORT & JUSTIFICATION DOCUMENTS	<i>Proper sealing of joints of exterior sheathing and nailing fin to prevent air, moisture, and water penetration. The new 3/8 insulation and siding must be carefully secured to framing adding to more time to the installation. Original specs required siding repair, not complete removal and complete installation of siding and aluminum trim. The original 30 sq of siding was not enough to account for the walls on the porch.</i>
SPECIFICATIONS	<i>Install Zip tape to all joints on sheathing and nail fin, overlapping perpendicular joints, and taping two feet below windowsills. The 3/8 insulation will be installed one level at a time, and then siding will be installed per lever, this will help installer can keep in line with framing using the existing nails on the existing structural insulation. Remove new gutters for the installation of new soffit, and re-install after soffit is completed. Install the additional 6 sq of siding on the walls that surround rear porch.</i>
ADDITIONAL INFORMATION	

CHANGE IN CONTRACT PRICE

ORIGINAL PRICE	44,605.00	ORIGINAL CONTRACT PRICE	
NET CHANGES OF PREVIOUS CHANGE ORDERS	32,100.00 35,630.00	NET CHANGE IN CONTRACT PRICE	
NET INCREASE / DECREASE	8,330.00	NET INCREASE / DECREASE	
TOTAL CONTRACT PRICE WITH APPROVED CHANGES	44,605.00 88,565.00	TOTAL CONTRACT PRICE WITH APPROVED CHANGES	

#5

ACCEPTED BY		APPROVED BY		
SIGNATURE HOMEOWNER NAME		SIGNATURE NAME & TITLE		
	Enrique Santiago		Rehab Supervisor	