

Contract Amendment #1:

Agreement By and Between

**Pioneer Valley Planning Commission
and
Town of Chesterfield**

For MVP 2.0 Planning Services

BY MUTUAL AGREEMENT, as evidenced by the attached signatures, the original Agreement effective as of the 18th day of October 2023 by and between the Pioneer Valley Planning Commission (Commission) and the Town of Chesterfield (Town) is hereby amended effective January 23, 2024 to reflect the following changes:

1. ATTACHMENT B: Revised Budget & Timeline

The original contract shall be increased by Sixteen Thousand Dollars (\$16,000), for a total contract amount not to exceed Forty Five Thousand Dollars and No Cents (\$45,000). Below is the budget for the completion of the MVP 2.0 Process with a corresponding updated timeline. The primary vendor will assume responsibility of compensating Community Liaisons, hosting engagement events (providing food, activities for children, etc.) and has also included travel reimbursement. The primary vendor will also serve as subject matter advisor for the seed plan implementation plan or assume responsibility to sub-contract it out of additional expertise are needed.

MVP 2.0 Process Budget and Timeline

Chesterfield FY24/25

Task	Community Liaisons (+ municipal volunteers)			Primary Vendor		Total Task Cost
	\$25			\$100		
Step and Deliverables	# People	Hours per person	Total	Total hours	Total	Total
Step 1: Groundwork (December to January) Upon completion - Email Part A of your Social Resilience Roadmap to your RC before moving on to Step 2.	0	0	\$0	15	\$1,500	\$1,500

Step 2: Recruiting Core Team (December - February) Upon completion - Email a list of your Core Team members to your RC before moving on to Step 3. Note which members are community liaisons and the community(ies) they are connected to.	0	0	\$0	10	\$1,000	\$1,000
Step 3: Core Team Training (January - March) Upon completion - Email your completed discussion guides for the Climate Resilience Video Modules to your RC before moving on to Step 4.	5	10	\$1,250	30	\$3,000	\$4,250
Step 4: Uncovering Social Resilience (March - May) Midway - Check in with your RC once you have completed your Engagement Plan, before starting your engagement activities. Upon completion - Email Part B of your completed Social Resilience Roadmap to your RC before moving on to Step 5.	5	35	\$4,375	60	\$6,000	\$10,375
Step 5: Revisiting Resilience Priorities (May - June) Upon completion - Email your completed Resilience Priorities Guide to your RC before moving on to Step 6.	5	14	\$1,750	50	\$5,000	\$6,750
Step 6: Selecting Seed Project (June 2024) Upon completion - Email Part A of your completed Seed Project Plan to your RC by June 15*. Submitting Part A and approval from your Regional Coordinator will unlock funding for Seed Project implementation.	5	12	\$1,500	20	\$2,000	\$3,500
Step 7: Seed Project Implementation Plan (July-August 2024) Upon completion - Email Part B of your completed Seed Project Plan to your RC before moving on to Step 8.	5	7	\$875	22	\$2,200	\$3,075
Step 7.5: Subject Matter Advisor(s)				TBD	\$800	\$800
Step 8: Implementing Seed Project (September-June 2024)	(all costs to be covered by the Seed Project funding)					
Step 9: Reflecting, Adjusting, and Next Steps (June 2025) Upon completion - Submit the MVP 2.0 Final Submission Form to the MVP Program, including deliverables, photos, and invoices showing all grant	5	2	\$250	25	\$2,500	\$2,750

funds were spent to close out the MVP 2.0 project.						
Total	-	80	\$10,000	232	\$24,000	\$34,000

DIRECT COSTS (PVPC)						
Travel/Mileage						\$500
Step 4 Engagement (Uncovering Social Resilience)						\$6,000
Step 5 Engagement (Vetting Resilience Priorities)						\$2,500
Step 6 Engagement (Vetting Seed Project)						\$2,000
Total DIRECT COSTS						\$11,000

TOTAL PROJECT COST						\$45,000
TOTAL VENDOR COSTS (PVPC)						\$45,000

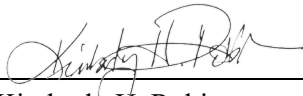
* Due to delayed program roll-out and other factors, the current timeline proposed by the state is only an estimate and may be adjusted as needed to meet program goals. Budget estimates for community engagement and community liaisons may be adjusted among project phases as required.

All other terms of the original contract shall remain in full force and effect.

IN WITNESS THEREOF, the Commission and the Town have executed this Amendment as of the date written above.

Pioneer Valley Planning Commission

Town of Chesterfield

By: 
 Kimberly H. Robinson
 Executive Director, PVPC

By: _____
 Patricia Colson-Montgomery
 Co-Chair, Chesterfield Select Board