

To: CRA Board

From: Ellen Shore, Operations Director

RE: Archivist Contract Amendment

Date: May 13, 2019

At the April 11, 2018 Board meeting, the Board approved entering into a contract with King Information Systems for an amount not to exceed \$35,000, for the purpose of organizing historic and current CRA records consistent with the Massachusetts Public Records Law. The contract began on May 29, 2018 and will be expiring on May 29, 2019.

The scope of the contract has not changed. However, the amount of work and time needed to complete this project was underestimated by the consultant and CRA staff. Currently, 69-person days have been spent. Another 14 days are needed.

Staff is recommending that the contract be extended for six (6) months and that an additional \$10,000 be allocated for this work.

CONSULTANT SERVICES AGREEMENT EXTENSION

This **Consultant Services EXTENSION Agreement** (this "Extension") is made as of this 15th day of May, 2019, by and between the **Cambridge Redevelopment Authority**, a public body politic and corporate, established pursuant to Chapter 121B of the Massachusetts General Laws (hereinafter the "CRA"), and **King Information Systems Inc.**, a corporation organized under the laws of the Commonwealth of Massachusetts (hereinafter the "Consultant"). The CRA and the Consultant may hereinafter be collectively referred to the "Parties."

WHEREAS the Parties entered into a Consultant Services Contract Agreement on May 29, 2018 (the "Original Agreement").

WHEREAS the Parties hereby agree to extend the Term of the Consultant Services Contract Agreement to September 30, 2019.

WHEREAS the Parties hereby agree to increase the Total Maximum Obligation incurred by the CRA from \$35,000 to \$45,000.

This extension binds and benefits both Parties.

The CRA and the Consultant have respectfully caused this Agreement to be duly executed as a sealed instrument as of the day and year first above written.

CAMBRIDGE REDEVELOPMENT
AUTHORITY

CONSULTANT

By: _____
Kathleen Board, CRA Chairperson

By: _____
Its: _____