

**MONTANA DEPARTMENT OF COMMERCE
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
CONTRACT AMENDMENT #MT-CDBG-PL-22-02A**

This Contract Amendment is entered into by and between the Yellowstone County, Montana ("Contractor") and the Montana Department of Commerce, ("Department").

The Contractor and the Department mutually agree to amend Contract #MT-CDBG-PL-22-02 ("Contract"), executed on August 16, 2023, as follows:

1. 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 December 31, 2025, 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 April 27, 2023, and September 30, 2025. All requests for reimbursement must be submitted to the Department within ninety (90) days after September 30, 2025.
- (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 December 31, 2025.

- 2. Exhibit A has been amended. Please refer to Exhibit A-1, which is attached to the Contract and specifically incorporated herein by this reference. Exhibit A-1 supersedes and replaces the previous version of Exhibit A in its entirety.
- 3. All other provisions of the Contract remain in full force and effect.

CONTRACTOR:

John Ostlund, Commission Chair

Date

DEPARTMENT:

Mandy Rambo, Deputy Director
Montana Department of Commerce

Date

EXHIBIT A-1

TASK	MONTH
PROJECT START UP	
Preparation of MDOC Contract	Complete
PROCUREMENT OF PROFESSIONAL ASSISTANCE	
Submit Request for Proposals to DOC for approval, if required	Complete
Publish RFP	Complete
Select professional	Complete
Execute agreement with professional	Complete
PROJECT IMPLEMENTATION	
Prepare draft deliverables	February 2025
Submit interim Request for Funds, Progress Report and draft deliverables	February 2025
Public review and comment	March 2025
Finalize deliverables	June 2025
PROJECT CLOSE OUT	
Submit final deliverables	September 2025
Submit final Request for Funds and Completion Report	September 2025

Contract Information Sheet

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

Last Revised September 2024

Contract Number:	MT-CDBG-PL-22-02A	Original Contract Amount:	\$ 37,500.00
Contractor's Name:	Yellowstone County	Amount of Prior Amendments:	
Contractor Liaison:	Monica Plecker	Current Amendment Amount:	
Contractor's Liaison Email:	mplecker@yellowstonecountymt.gov	Total Contract Value:	\$ 37,500.00
Approved to Form Name:		Funding Source:	Federal
Approved to Form Email:			
Contractor (signee) Name:	John Ostlund	Program Number/Division:	60 - Community MT
Contractor's Email:	jostlund@yellowstonecountymt.gov	Org Number:	606022
Contractor's Address:	PO Box 35003	Vendor Number:	23572
Contractor's Address 2:	Billings, MT 59107	Project Name (optional):	CDBG-PL-22-02
Attest Name:			
Attest Email:		Start Date:	8/16/2023
Attest Name (2):		End Date:	12/31/2025
Attest Email (2):		Absolute End Date:	
Delegation:	Commerce		
Procurement Method:	Exempt*		
Contract Type:	Grant		
Contract Usage:	Fixed		

Purpose of this contract/amendment:	Delegation Agreement Section 5.1 * Grants with governments; West Billings Neighborhood Plan Update.
Scope & duties of this contract:	Professional Services to complete a West Billings Neighborhood Plan Update.

Liaison:	Inara Naranjo	Program Manager:	Maria Jackson
Liaison Email:	Inara.Naranjo@mt.gov	Operations Manager:	Stephanie Crider-Pridemore
Liaison Phone:	406-841-2901	Additional Email:	

Signatures:

Division Administrator

Fiscal Review

Legal Counsel

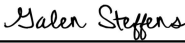
Deputy Director

OBPP


Information Technology

SITSD

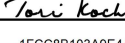
Signed by:

 11/30/2024

Signed by:

 12/2/2024

Signed by:

 12/2/2024

Copies To:

Liaison

Director (> \$200K)

Deputy Director (<\$25K)

Perceptive

☒

☐

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Certificate Of Completion

Envelope Id: 4CF3083C65DC4439B2035B937B9DAB7B

Status: Sent

Subject: Montana Department of Commerce Contract #MT-CDBG-PL-22-02A for Signature

Source Envelope:

Document Pages: 4

Signatures: 3

Certificate Pages: 5

Initials: 0

AutoNav: Enabled

EnvelopeId Stamping: Enabled

Time Zone: (UTC-07:00) Mountain Time (US & Canada)

Envelope Originator:

Contracts Admin

PO Box 200501

301 S. Park Ave

Helena, MT 596200501

doccontracts@mt.gov

IP Address: 161.7.43.62

Record Tracking

Status: Original

11/29/2024 1:51:12 PM

Holder: Contracts Admin

doccontracts@mt.gov

Location: DocuSign

Signer Events

Galen Steffens

galen.steffens@mt.gov

Division Administrator

Security Level: Email, Account Authentication
(None)**Signature**

Signed by:
Galen Steffens
6BD69DDCF9F443...

Signature Adoption: Pre-selected Style
Using IP Address: 161.7.94.157**Timestamp**

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Viewed: 11/30/2024 7:42:20 AM

Signed: 11/30/2024 7:42:31 AM

Electronic Record and Signature Disclosure:

Accepted: 11/30/2024 7:42:20 AM

ID: eed44cdc-c761-415e-a822-f7d8e2da5675

Judy Clay

judy.clay@mt.gov

Security Level: Email, Account Authentication
(None)

Signed by:
Judy Clay
84C6673124BE432...

Signature Adoption: Pre-selected Style
Using IP Address: 161.7.39.7

Sent: 11/30/2024 7:42:33 AM

Viewed: 12/2/2024 3:05:52 PM

Signed: 12/2/2024 3:10:49 PM

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Tori Koch

torikoch@mt.gov

Security Level: Email, Account Authentication
(None)

DocuSigned by:
Tori Koch
1FCC8B103A9E4A3...

Signature Adoption: Pre-selected Style
Using IP Address: 161.7.39.7

Sent: 12/2/2024 3:10:51 PM

Viewed: 12/2/2024 3:31:49 PM

Signed: 12/2/2024 3:31:53 PM

Electronic Record and Signature Disclosure:

Accepted: 5/7/2024 2:13:59 PM

ID: 7d24f445-fce3-4826-bbb5-9dddc7d240d

John Ostlund

jostlund@yellowstonecountymt.gov

Commissioner

Security Level: Email, Account Authentication
(None)

Sent: 12/2/2024 3:31:56 PM

Viewed: 12/3/2024 6:04:23 AM

Electronic Record and Signature Disclosure:

Accepted: 12/3/2024 6:04:23 AM

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Signer Events	Signature	Timestamp
Mandy Rambo Mandy.rambo@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
Maria Jackson Maria.Jackson@mt.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	<div>COPIED</div>	Sent: 11/29/2024 1:54:19 PM
Stephanie Crider-Pridemore scrider@mt.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 11/27/2024 9:14:21 AM ID: 7be01a11-7190-4d31-9a54-33d4d0ef671d	<div>COPIED</div>	Sent: 11/29/2024 1:54:20 PM
Inara Naranjo Inara.Naranjo@mt.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	<div>COPIED</div>	Sent: 11/29/2024 1:54:20 PM Viewed: 12/2/2024 9:10:47 AM
Monica Plecker mplecker@yellowstonecountymt.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	11/29/2024 1:54:21 PM
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Required hardware and software

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)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

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