City of Quincy, Massachusetts
Purchasing Department
1305 Hancock Street, Quincy, MA 02169
Phone #: 617-376-1060 Fax #: 617-376-1074

OPEN END AGREEMENT

Made in quadruplicate this July 12, 2017 between the City of Quincy, Massachusetts, a Municipal Corporation within the County of Norfolk, party of the first part and:

Cook & Company Insurance Services, Inc.
1025 Plain Street – P. O. Box 1068
Marshfield, Massachusetts 02050-1068

party of the second part.

WITNESS: That for and in consideration of the following mutual covenants contained herein the parties agree with each other as follows:

ARTICLE I: The party of the second part agrees to the professional services or make available the following:

WORKERS COMPENSATION CASE ADMINISTRATION/MANAGEMENT

as set forth in the attached REQUEST FOR PROPOSAL opened June 15, 2017 at 12:00 p.m. and in its entirety to be made a part of this contract. This contract is for the period of one (1) year from the date of execution. Upon satisfactory performance of the vendor, the City of Quincy may extend the contract automatically for two (2) additional one (1) year terms. When applicable, the City of Quincy shall be named as a Certificate Holder and Additional Insured on the Certificate of Liability Insurance. The party of the first part makes no guarantee as to the services to be rendered under the terms of the contract. Services are to be performed as and when designated by the Purchase Order.

ARTICLE II: The party of the first part agrees to pay to the party of the second part upon satisfactory completion of the professional services rendered, as the amount as set forth in the attached schedule.

IN WITNESS: Whereof the respective parties hereto have caused this instrument to be duly subscribed and sealed.

This contract is conditional upon availability of funds which are subject to appropriation.

CITY OF QUINCY

Director of Municipal Finance

City Department Head

Vendors Signature

Mayor

Assistant City Solicitor

Purchasing Agent

Contract #: 18-04

Department: Law Office