



COMMONWEALTH OF MASSACHUSETTS

INTERDEPARTMENTAL SERVICE AGREEMENT (ISA) FORM

This Form is issued and published by the Office of the Comptroller (CTR) pursuant to 815 CMR 6.00 for use by all Commonwealth Departments. Departments may add non-conflicting additional terms, but changes to the official printed language of this Form shall be void.

BUDGET FISCAL YEAR: 2019		RFR REFERENCE NUMBER ENTER RFR NUMBER: OR <u>X</u> N/A.				
MMARS ALPHA BUYER/PARENT DEPARTMENT CODE: DOR		MMARS ALPHA SELLER/CHILD DEPARTMENT CODE: TRC				
BUSINESS MAILING ADDRESS: ONE HUNDRED CAMBRIDGE ST. 6 TH FLOOR BOSTON MA 02114		BUSINESS MAILING ADDRESS: JOHN ADAMS COURTHOUSE, ONE PEMBERTON SQUARE MEZZANINE, BOSTON, MA 02109				
ISA MANAGER: KAREN MELKONIAN		ISA MANAGER: CHRISTINE W. YURGELUN				
PHONE: (617) 626-4204	FAX: (617) 626-4059	PHONE: (617) 788-6600	FAX: (617) 788-8995			
E-MAIL ADDRESS: MELKONIAN@DOR.STATE.MA.US		E-MAIL ADDRESS: CHRISTINE.YURGELUN@JUD.STATE.MA.US				
Purpose of ISA: (Check one option only and complete applicable information) (Attachment A required for New ISAs and all ISA Amendments.)						
<input checked="" type="checkbox"/> New ISA. Current Maximum Obligation for total duration of ISA \$ <u>1,866,260</u> (Use "N/A" for Non-Financial ISA.) (Complete Attachment B)						
<input type="checkbox"/> Amendment to Existing ISA. What is being amended? (Attachment C required for all Federal and Bond Account Amendments)						
<input type="checkbox"/> Amend Budget/Accounts. Change Maximum Obligation from: \$ _____ to New Maximum Obligation \$ _____ (Attachment B)						
<input type="checkbox"/> Amend Budget/Accounts. No Change in Maximum Obligation (Attachment B)						
<input type="checkbox"/> Amend Dates of Performance. New Dates of Service: Start Date: _____ End Date: _____ (Subject to execution dates below.)						
<input type="checkbox"/> Amend Scope of Services/Performance						
BRIEF DESCRIPTION OF PERFORMANCE GOALS TO BE ACCOMPLISHED BY ISA, OR IF AMENDMENT, IDENTIFY WHAT IS BEING AMENDED: ISA between Department of Revenue Child Support Enforcement Division and the Executive Office of the Trial Court to establish procedures and define the respective duties and responsibilities of the parties for implementing an efficient program for securing financial support for minor children, and ensuring compliance with court orders for child support, including but not limited to establishing paternity and establishing, modifying, and enforcing child support orders in IV-D cases.						
WILL SELLER/CHILD DEPARTMENT STATE EMPLOYEES (AA OBJECT CLASS) BE FULLY OR PARTIALLY FUNDED UNDER THIS ISA? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes. If Yes, Seller/Child certifies that the ISA is not being used as an alternative funding mechanism for state employees, that the identified personnel in Attachment A are necessary for completion of the ISA due to particular expertise or other factors that can not be obtained through the use of contractors, and that if federal funds are being used, funds shall not be used to supplement the regular salary or compensation of any officer or employee of the Commonwealth for services performed during their regular working hours. M.G.L. c. 29, § 6B.						
ACCOUNT INFORMATION. Complete for all new ISAs and Amendments (even if account information is not changing) Check one option, indicate "add", "delete" or "no change" and enter account, fund, major program code and program code.						
<input checked="" type="checkbox"/> BGCN – non-subsidiarized (federal, capital, trust). Attachment C required for any new ISA or ISA Amendment involving federal funds.						
<input type="checkbox"/> BGCS – subsidiarized (budgetary)						
<input type="checkbox"/> Other (CT, RPO as authorized by CTR): _____						
<input type="checkbox"/> Non-Financial ISA (no funds are transferred from Buyer/Parent to Seller/Child), however, resources are committed to ISA.						
<input type="checkbox"/> Amendment with no Accounting Changes to Budget/Accounts or to Attachments B or C. (Indicate no change below and complete account information.)						
ADD	DELETE	<input checked="" type="checkbox"/> NO CHANGE	Account: 12010164	Fund: 0010	Major Program Code: N/A	Program Code: N/A
ADD	DELETE	<input type="checkbox"/> NO CHANGE	Account:	Fund:	Major Program Code:	Program Code:
ADD	DELETE	<input type="checkbox"/> NO CHANGE	Account:	Fund:	Major Program Code:	Program Code:
ADD	DELETE	<input type="checkbox"/> NO CHANGE	Account:	Fund:	Major Program Code:	Program Code:
ISA ANTICIPATED START DATE: <u>07/01/2018</u> , provided that the Seller/Child certifies that it will not incur any obligations related to this ISA prior to the date that this ISA is executed, NOR prior to the date that sufficient funding for the obligations for this ISA is available in the Seller/Child account for expenditure.						
TERMINATION DATE OF THIS ISA: This ISA shall terminate on <u>06/30/2019</u> unless terminated or properly amended in writing by the parties prior to this date.						
BUYER/PARENT AND SELLER/CHILD DEPARTMENT CERTIFICATIONS. IN WITNESS WHEREOF, by executing this ISA below, the Buyer/Parent and Seller/Child certify, under the pains and penalties of perjury, that Buyer/Parent and Seller/Child understand and agree that any Buyer/Parent or Seller/Child officer or employee who knowingly violates, authorizes or directs another officer or employee to violate any provision of state finance law relating to the incurring of liability or expenditure of public funds, including this ISA, may be considered to be in violation of M.G.L. c. 29, § 66, and therefore the Buyer/Parent and the Seller/Child agree to ensure that this ISA complies with, and that all staff or contractors involved with ISA performance are provided with sufficient training and oversight to ensure compliance with 815 CMR 6.00, CTR applicable policies and the ISA Terms and Conditions which are incorporated by reference into this ISA, in addition to the performance requirements identified in Attachment A of this ISA, and that all terms governing performance of this ISA are attached to this ISA or incorporated by reference herein, and the Buyer/Parent and Seller/Child agree to maintain the necessary level of communication (including immediate notification of any amendments to accounting information, program codes or performance needs), coordination, access to reports and other ISA information, and cooperation to ensure the timely execution and successful completion of the ISA, amendments, and state finance law compliance; and that the Buyer/Parent certifies it will ensure that sufficient funds are timely made available in the Seller/Child account(s), with the proper accounting codes, prior to the Seller/Child's need to begin initial or amended performance; and that the Seller/Child will not allow initial or amended performance to begin until the ISA is executed AND the ISA Seller/Child account is sufficiently funded to support encumbrances and payments for performance (including payroll), and the Seller/Child will make encumbrances and payments (including payroll) only from the authorized ISA Seller/Child account(s) and shall not be entitled to transfer charges made from any other account not approved in writing by CTR in advance of expenditures by the Seller/Child.						
BUYER/PARENT DEPARTMENT'S AUTHORIZED SIGNATURE: DATE: <u>6/28/18</u> (Date must be handwritten by signatory at time of signature)			SELLER/CHILD DEPARTMENT'S AUTHORIZED SIGNATURE: DATE: <u>6/28/18</u> (Date must be handwritten by signatory at time of signature)			
PRINT NAME: MARCEL L. VERNON, SR.			PRINT NAME: <u>Jonathan S. Williams</u>			
PRINT TITLE: CHIEF FINANCIAL OFFICER			PRINT TITLE: <u>Court Administrator</u>			