

**MEMORANDUM OF AGREEMENT
REGARDING PROVISION OF SERVICES BY THE COUNTY OF SACRAMENTO**

[PROJECT NAME]

RECITALS

A. The County of Sacramento (“County”), Sacramento Housing and Redevelopment Agency and the Housing Authority of the County of Sacramento entered into a Master Project Agreement on January 8, 2013.

B. In accordance with the Master Project Agreement, the following selected “Agency” desires to have the County provide the services as set out in Section 3 below.

| Selection marked by “X” | Agency |
|-------------------------|---|
| | The Housing Authority of the County of Sacramento |
| | Sacramento Housing and Redevelopment Agency |

C. The Master Project Agreement authorizes the County Executive and Executive Director to enter into a Memoranda of Agreement for provision of County services to be paid for by funds allocated in the Agency's budget or in the County's Community Development Block Grant (CDBG) budget that is administered by the Agency.

D. County must comply with all requirements of the Funding Source and for each of them The Agency shall use the following “Source of Funds” to pay for County’s services and Agency will cooperate with County in determining the applicable requirements of the Funding Source. The Agency shall use the following Funding Source(s) to pay for the County’s services:

| Funding Source | CFDA# | Federal Award ID # | Award Year | Jurisdiction | Amount |
|----------------|-------|--------------------|------------|--|--------|
| | | | | <input type="checkbox"/> Federal <input type="checkbox"/> State <input type="checkbox"/> Local | |
| | | | | <input type="checkbox"/> Federal <input type="checkbox"/> State <input type="checkbox"/> Local | |

E. Department/Division DUNS #:

AGREEMENT

NOW THEREFORE, Agency and the County agree as follows:

1. The “Effective Date” of this Agreement is the following:

| | |
|-----------------|--|
| Effective Date: | |
|-----------------|--|

2. “Attachments” for this Contract are the following, which are incorporated in this Contract as if included in full in the body of this document:

| ATTACHMENT NO. | DESCRIPTION OF ATTACHMENT (Attachments marked N/A or stricken are not included) |
|----------------|--|
| Attachment 1 | Intentionally Omitted |
| Attachment 2 | Federal Requirements Attachment 2 (If the Funding Source is federal, this Contract is invalid without the "Federal Requirements" attachment. However, if the Funding Source is Community Development Block Funds then you must replace the "Federal Requirements" Attachment with the substitute "CDBG and Other Federal Requirements" Attachment or this contract is invalid. The CDBG Attachment also references the CDBG Exhibits that must also be attached to your contract.) |

3. The County shall provide the following services by its named departments or divisions (“County Department”) on or before the stated completion dates:

| Department/Division | Task | Completion Date | Compensation |
|---------------------|------|-----------------|--------------|
| | | | |
| | | | |
| | | | |
| | | | |

Agency shall pay County the forgoing compensation for the respective services. In any event, Agency shall pay not more than the following amount as the total compensation for all services rendered by County under this Agreement:

| | |
|---|--|
| Total Compensation for All Services: | |
| Source of Funds: | |
| Quarterly Reports | |

4. The respective parties shall also fulfill the following special provisions:

| Special Provisions |
|--------------------|
| |

5. The County shall comply with all laws, rules and regulations applicable to the services rendered and the use of the funds from the Funding Source.

6. The County Department shall submit monthly status reports on the services funded by Agency that shall include the name and telephone number of the County Department’s contact person.

7. This Agreement may only be amended in writing, duly executed by the County and the Agency.

8. Neither Agency, nor any of its officers or employees, shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by County under this Agreement. It is also understood and agreed that, pursuant to Government Code Section 895.4, County shall fully indemnify, defend and hold Agency harmless from any liability imposed for injury to persons or property occurring by reason of anything done or omitted to be done by County under or in connection with any work, authority or jurisdiction delegated to County under this Agreement.

9. Neither County, nor any of its officers or employees, shall be responsible for any damage or liability occurring by reason of anything done or omitted to be done by Agency under this Agreement. It is also understood and agreed that, pursuant to Government Code Section 895.4, Agency shall fully indemnify, defend and hold County harmless from any liability imposed for injury to persons or property occurring by reason of anything done or omitted to be done by Agency under, or in connection with, any work, authority or jurisdiction delegated to Agency under this Agreement.

10. This Agreement may be terminated by either party upon written notice to the other party, effective thirty (30) days following receipt of such notice by the other party. In any event, this Agreement shall terminate upon the completion of all obligations of the parties.

a. If this MOA is terminated and County is not in default, upon County’s submission of the billings and receipts required by this Contract, Agency must pay to County for work performed pursuant to this MOA that has been completed up to the point of termination.

11. SHRA requires receipt of reimbursement requests within 180 days of Effective Date of this Agreement and then, at a minimum, quarterly. If no funds are requested the agreement may be cancelled with written notice.

12. County shall submit, at minimum, quarterly status reports on the services funded by the Agency that shall include the name, email address, and telephone number of contractor's contact person. Annual or closeout reports are due 30 days after the end of the calendar year. Agency shall have the right to audit such reports, including the right to review all records of Contractor related to such reports.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the Effective Date.

COUNTY OF SACRAMENTO

AGENCY

By: _____
Navdeep S. Gill, County Executive

By: _____
LaShelle Dozier, Executive Director

Approved as to form:

Approved as to form:

County Counsel

Agency Counsel