

## **AGREEMENT**

THIS AGREEMENT (the "Agreement"), made and entered into this \_\_\_ day of \_\_\_\_\_, 2014, by and between the City of Overland Park, Kansas (the "CITY"), and SAFEHOME, Inc., a non-profit Kansas Corporation ("SAFEHOME").

WHEREAS, the City of Overland Park is receiving an entitlement grant from the Department of Housing and Urban Development, said grant being designated for fiscal year 2014 as CFDA Community Development Block Grant, and

WHEREAS, SAFEHOME has developed a program to provide temporary shelter for persons fleeing domestic violence; and

WHEREAS, SAFEHOME has developed and operates a shelter located within Johnson County as a resource for the CITY; and

WHEREAS, SAFEHOME has identified a need to complete certain improvements to improve the shelter's facilities; and

WHEREAS, the CITY has approved and proposes to make a grant from the Community Development Block Grant ("CDBG") program, for the purpose of funding necessary improvements identified in the grant proposal for the 2014 Program Year.

NOW, THEREFORE, in consideration of the promises and covenants of this Agreement, the parties hereto agree as follows:

### **I. STATEMENT OF SERVICES**

SAFEHOME shall use the CDBG grant solely to purchase and install energy efficient windows in SAFEHOME's planned building expansion as defined in the proposal for the 2014 Program Year.

SAFEHOME understands that CDBG funds are to principally benefit those persons of low- and moderate-income, as established by the Department of Housing and Urban Development for the Kansas City metropolitan region; and SAFEHOME, by signing this Agreement, agrees to provide adequate certification that the facility and operation outlined in this Agreement will principally serve low- and moderate-income persons.

### **II. TERM**

The term of this Agreement shall be for the period commencing on June 16, 2014, and ending January 30, 2015, subject to the terms and conditions hereinafter contained.

### **III. FUNDING**

The City agrees to disburse to SAFEHOME a grant of up to **\$14,900** from fiscal year 2014 CDBG funds, payment subject to conditions hereinafter stated and those applicable regulations as established by the Department of Housing and Urban Development, Catalog of Federal Domestic Assistance Number 14-218.

An amount up to but not exceeding the grant shall be disbursed by the CITY upon receipt of evidence of expenditures made by SAFEHOME as outlined in Section IV.

The cost and liability to the CITY for work under this Agreement shall not exceed the amount of fiscal year 2014 CDBG funds authorized and available to the CITY for this project and shall be subject to the release of funds by the Department of Housing and Urban Development.

#### **IV. RECORDS AND REPORTS**

SAFEHOME agrees to maintain records and submit reports to the CITY as may be required by the CITY. Such records shall include contracts, proposals, invoices, vouchers and other documentation associated with work under this Agreement. SAFEHOME shall provide the CITY with access to all records upon request. SAFEHOME agrees to maintain all records for (5) five years following the termination of this Agreement.

SAFEHOME shall provide to the CITY, within thirty (30) days of the termination of this Agreement, a full accounting of the expenditure of all grant funds. All grant funds unexpended as of the end date of this agreement, shall be returned to the CITY within thirty (30) days.

#### **V. SPECIAL REQUIREMENTS**

SAFEHOME agrees to comply with applicable CITY zoning ordinances, building code requirements and other CITY and state codes, ordinances or licensing requirements.

**SAFEHOME agrees to ensure that the contractor providing any building updates must obtain the necessary building permits from the CITY and document any permits in the client file.**

SAFEHOME understands that execution of this Agreement is in no way a waiver or approval of any provision that may be required under applicable law or rules and regulations of the Department of Housing and Urban Development.

SAFEHOME understands and agrees that the administration and expenditure of funds from this grant shall be in compliance with CDBG regulations; provided further, SAFEHOME agrees to be solely responsible for ensuring said compliance. SAFEHOME further certifies that it will comply with the applicable provisions of the Code of Federal Regulations 24 CFR, Part 570, to include, but not limited to, 24 CFR, Section 570.502, and Office of Management and Budget Circulars, to include, but not limited to, Circular A-133: Audits of States, Local Governments, and Non-Profit Organizations, revised June 24, 1997; provided further, that SAFEHOME agrees to comply with applicable federal law and regulations described in 24 CFR, Part 570, Subpart K. SAFEHOME agrees to comply with Davis-Bacon prevailing wage requirements for expenditures in excess of \$2,000, where laborers or mechanics will be utilized to complete the federally funded project. SAFEHOME further agrees to refrain from entering into any contract with a contractor on the excluded parties list per 24 CFR Part 570, Subpart K, 570.609.

SAFEHOME understands that, as a subrecipient, if it expends \$500,000 or more in federal awards during the subrecipient's fiscal year that it must meet the audit requirements of Circular A-133 for that fiscal year. If the funds passed through to the subrecipient are the only federal funds it receives, then the subrecipient may qualify for a program-specific audit instead of a single audit.

On or before the beginning date of this agreement, SAFEHOME agrees to complete and submit a "Certification of Audit Requirement and Schedule of Federal Expenditures" to CITY. A sample form is attached to this agreement. If SAFEHOME meets the conditions above, SAFEHOME agrees to submit the most recent A-133 audit available at the beginning date of this agreement and to provide City a copy of any A-133 audit completed during the agreement period within 30 days of its completion.

Title 31 U.C.S., Section 1352, requires all sub grantees, contractors, subcontractors, and consultants who receive federal funds via the CITY to certify that they will not use federal funds to pay any person for

influencing or attempting to influence a federal agency or Congress in connection with the award of any federal contract, grant, loan, or cooperative agreements.

In addition, contract applicants, recipients, and sub recipients must file a form disclosing any expenditures they make for lobbying out of non-federal funds during the contract period.

Necessary forms are available from the Grant Program Coordinator, Community Services, Department of Planning and Development Services of the CITY, and must be returned to the CITY with other contract documents. It is the responsibility of the general contractor to obtain executed forms from any subcontractors who fall within the provisions of the Code and to provide the CITY with the same.

## **VI. NON-DISCRIMINATION**

A. Non-Discrimination. SAFEHOME agrees that:

1. During the performance of this Agreement or any subcontract resulting thereof, SAFEHOME, all subcontractors and vendors shall observe the provisions of the Kansas Acts Against Discrimination (K.S.A. 44-1001, *et seq.*) and Title VII of the Civil Rights Act of 1964 as amended and shall not discriminate against any person in the performance of work under the present Agreement because of race, religion, color, sex, national origin, age, disability, ancestry, veteran status, or low income;
2. In all solicitations or advertisements for employees SAFEHOME, all subcontractors and vendors shall include the phrase "equal opportunity employer" or a similar phrase to be approved by the Kansas Human Rights Commission ("Commission");
3. If SAFEHOME, a subcontractor or vendor fails to comply with the manner in which SAFEHOME, subcontractor or vendor reports to the Commission in accordance with the provisions of K.S.A. 44-1031 and amendments thereto, SAFEHOME, subcontractor or vendor shall be deemed to have breached the present Agreement, and it may be canceled, terminated or suspended, in whole or in part, by the CITY;
4. If SAFEHOME, a subcontractor or vendor is found guilty of a violation of the Kansas Acts Against Discrimination under a decision or order of the Kansas Human Rights Commission which has become final, SAFEHOME, subcontractor or vendor shall be deemed to have breached this Agreement, and this Agreement may be cancelled, terminated or suspended in whole or in part by the CITY;
5. SAFEHOME shall include the provisions of paragraphs 1 through 4 above in every subcontract or purchase order so that such provisions will be binding upon such subcontractor or vendor.

B. Age and ADA Discrimination. SAFEHOME further agrees that SAFEHOME shall abide by the Kansas Age Discrimination In Employment Act (K.S.A. 44-1111 *et seq.*), and the applicable provision of the Americans With Disabilities Act (42 U.S.C. 12101 *et seq.*) as well as all other federal, state and local laws, ordinances and regulations applicable to this Project, and shall furnish any certification required by any federal, state or local laws, ordinances and regulations applicable to this Project and shall furnish any certification required by any federal, state or local governmental agency in connection therewith.

## **VII. GENERAL ADMINISTRATION**

It is understood and agreed that the written terms and provisions of the Agreement shall supersede all prior

verbal statements of any and every official and/or other representative of the CITY and SAFEHOME, and such statements shall not be effective or be construed as entering into, or forming a part of, or altering in any way, the written Agreement.

The parties agree that neither party shall assign or transfer their interest in this Agreement without the written consent of the other

The failure of the CITY or SAFEHOME to insist on strict performance of any of the terms and conditions herein shall not be deemed a waiver of the right to demand strict performance of that or any other provision at any time thereafter.

SAFEHOME agrees to defend, indemnify, and hold harmless the CITY and its agents and/or employees from any and all claims, settlements, and judgments for personal injury, bodily injury, property damage, and/or death arising out of SAFEHOME's or any of its agents', servants', and/or employees' negligent acts and/or failures to act in the performance of this Agreement.

SAFEHOME shall maintain, either through traditional insurance, in whole or in part, or through a risk management reserve fund, in whole or in part, coverage of the types and in such amounts as may be necessary to protect itself and the CITY against all hazards or risks of loss as hereinafter specified, whether such hazards or risks of loss be generated by SAFEHOME, its officers, employees, or agents, and shall provide the CITY with evidence of such coverage. A sample ACORD Certificate of Liability Insurance form is attached to this agreement.

- 1) Commercial General Liability - \$500,000 combined single limit per occurrence for bodily injury, personal injury, and property damage.
- 2) Workers' Compensation and Employers' Liability
  - a) Workers' Compensation – Statutory (Include all states' endorsement)
  - b) Employer's Liability - \$100,000 Each Occurrence
- 3) Comprehensive Automobile Liability - \$500,000 combined single limit per occurrence written in a comprehensive form, protecting the COUNTY against all claims for injuries to members of the public and damage to property of others arising from the use of motor vehicles and shall cover the operation on and off the site of any automobile, whether it is owned, non-owned, or hired.

## **VIII. TERMINATION**

### **A. Termination for Convenience**

The CITY may, when the interests of the CITY so require, with sixty (60) days notice, terminate this Agreement in whole or in part, for the convenience of the CITY. The CITY shall give written notice of the termination to SAFEHOME, specifying that the Agreement, or a designated part thereof, shall be terminated. In the event the Agreement is terminated for convenience of the CITY, the CITY will disburse funds for costs incurred and funds expended by SAFEHOME prior to the date of termination.

### **B. Termination for Default**

If SAFEHOME is violating any of the conditions of this Agreement or is executing the same in bad faith, the CITY may serve written notice on SAFEHOME of its intention to terminate the Agreement and

unless, within seven (7) days after the serving of the notice, a satisfactory arrangement has been made for the continuance thereof, this Agreement shall terminate. The CITY retains the right to withhold the grant or any portion thereof for damages incurred as a result of SAFEHOME's breach of this Agreement. SAFEHOME further agrees to repay to the CITY the full amount of all grant funds advanced by the CITY under this Agreement, should SAFEHOME be in default. Repayment shall be made in full within thirty days (30) of default by SAFEHOME.

**IX. SEVERABILITY**

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

**X. SECTION HEADINGS AND SUBHEADINGS**

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

**XI. WAIVER**

The CITY's failure to act with respect to a breach by the SAFEHOME does not waive its right to act with respect to subsequent or similar breaches. The failure of the CITY to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.

**XII. ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement between the CITY and the SAFEHOME for the use of funds received under this Agreement and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the CITY and the SAFEHOME with respect to this Agreement.

**XIII. GOVERNING LAW**

This Agreement shall be governed by, construed, and enforced in accordance with the laws of the State of Kansas.

The rest of this page left blank intentionally

Executed in triplicate the date first above written.

CITY OF OVERLAND PARK, KANSAS

SAFEHOME, INC.

By \_\_\_\_\_  
Carl Gerlach, Mayor

By \_\_\_\_\_  
Donald Curtis, President

ATTEST:

ATTEST:

\_\_\_\_\_  
Marian Cook, City Clerk

\_\_\_\_\_  
Janee' M. Hanzlick, Associate Director

APPROVED AS TO FORM:

\_\_\_\_\_  
Stephen B. Horner, Senior Assistant City Attorney