

**OPERATIONAL AGREEMENT BETWEEN THE CITY OF LONG BEACH AND  
HABITAT FOR HUMANITY OF GREATER LOS ANGELES**

WHEREAS, the City of Long Beach is the fiscal agent and legal grantee for the Los Angeles County Department of Probation (County)-funded Law Enforcement Prevention Programs (Safe Passages) grant program, and will provide funds for providing support in the planning, implementation, and coordination of activities to fulfill the grant's objectives; and

WHEREAS, Habitat for Humanity of Greater Los Angeles (Habitat LA) provides services related to its expertise in community coordination and training of volunteers to support neighborhood initiatives.

WHEREAS, the City of Long Beach (City) and Habitat LA wish to mutually cooperate and collaborate with each other for the purpose of implementing the law enforcement/prevention program Safe Passage as part of the County of Los Angeles Probation Departments Juvenile Justice Prevention Act funding program.

NOW, THEREFORE, in consideration of the recitals above, the terms and conditions and covenants set forth herein, and for other good and valuable consideration, receipt of which is hereby acknowledged, the City and Habitat LA agree as follows:

**1. Implementation of a Community Coordinator for the Washington Middle School Safe Passage program.**

Upon execution of this Agreement, Habitat LA will provide a Community Coordinator to serve as the point of contact for Washington Middle School. Under Habitat for Humanity's facilitation, the Community Coordinator will recruit, schedule, and supervise parent and community member volunteers that wish to participate in the Washington Middle School Safe Passage program.

**2. Implementation of volunteer training for the Washington Safe Passage Program**

Upon execution of this Agreement, Habitat LA will provide training for the volunteers, parents, and community partners that wish to participate in the Washington Safe Passage program. In performing its services at Washington Middle School, Habitat LA agrees to hold City and its officers, employees and agents harmless from any liability, loss, damage, claim, demand or cause of action arising from or attributable to their work at Washington Middle School.

### **3. Responsibility of the City of Long Beach**

As the fiscal agent and lead for the County Safe Passages program, the City agrees to provide overall leadership under the grant. Specifically, the City of Long Beach will serve as the coordinating body under the County Safe Passages Program to ensure the attainment of program goals, objectives, and outcomes. This includes providing technical support and assistance to all organizations receiving a subaward under this funding agreement.


### **4. Financial Responsibility**

Through this Agreement, the City of Long Beach will hold fiscal accountability for all funds received through the County Safe Passages program and will provide Habitat for Humanity a subcontract in the amount of \$54,000 through June 30, 2018 to cover expenses for the implementation of the Community Coordinator and Volunteer Training.


Upon execution of this Agreement, Habitat LA will provide invoices to the City of Long Beach on a monthly basis for the implementation of a cost reimbursement budget. Services will be reimbursed to Habitat for Humanity for project-related expenses not to exceed \$54,000 before June 30, 2018. Invoices must be submitted on agency letterhead and include supporting documents of services rendered.

### **5. Terms and Conditions of Agreement**


This Agreement may be terminated by either party, for any reason, by providing a 30-day written notice. This Agreement will remain valid from the date this document is executed, until June 30, 2018, or until both partners jointly decide to modify or terminate the Agreement. Failure to honor any of the obligations stated above may also result in the termination of this Agreement.

  
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Habitat for Humanity

1-12-18  
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Date

  
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City of Long Beach  
Patrick H. West, City Manager

2/8/18  
\_\_\_\_\_  
Date

APPROVED AS TO FORM  
January 29, 2018  
CHARLES PARKIN, City Attorney  
By   
MONICA J. KILAITA  
DEPUTY CITY ATTORNEY