

June 3, 2022

BY Julie Dachtler  
DEPUTY CLERK OF THE BOARD**AGREEMENT NO. 22-04**

(Agreement for Emergency Housing Voucher Case Management Services)

THIS AGREEMENT (“Agreement”) is made and entered into this 27th day of April 2022, by and between the Housing Authority of the County of Yolo, a public body corporate and politic (“YCH”) and the Yolo County Homeless and Poverty Action Coalition, a non-profit corporation authorized to do business in the State of California (“Contractor”), jointly referred to as “the Parties” herein and who agree as stated below.

**WITNESSETH**

**WHEREAS**, YCH is authorized under Federal and State law to make contracts as necessary for the exercise of its powers; and

**WHEREAS**, YCH is the Public Housing Authority (PHA) for the County of Yolo; and

**WHEREAS**, the 67 Emergency Housing Vouchers (EHVs) from the U.S. Department of Housing and Urban Development (HUD) requires an agreement be executed between the PHA and the Yolo County Homeless and Poverty Action Coalition Continuum of Care (CoC); and

**WHEREAS**, in addition to 67 vouchers, HUD provided funding in PIH Notice 2021-15 for various fees; and

**WHEREAS**, the CoC requested that agencies apply for agency spots to implement the required ten (10) years of services connected to each voucher; and

**WHEREAS**, Contractor is the administrative entity/fiscal agent for the CoC; and

**WHEREAS**, Contractor will process service agency claims with corresponding documentation, submit verification to YCH, receive payment from YCH and distribute payments to the participating agencies; and

**WHEREAS**, the Memorandum of Understanding for Emergency Housing Vouchers (“Exhibit A”) was in effect as of July 2021 allowing for services to begin for EHV recipients; and

**WHEREAS**, this Agreement authorizes funds to be paid for those services; and

**WHEREAS**, YCH will receive CoC claim from Contractor, verify the claim received against vouchers issued, issue payment to the CoC for processed claims, and report claims received and payments sent to HUD; and

**WHEREAS**, Contractor understands that YCH is relying upon these representations in entering into this Agreement.

**NOW, THEREFORE**, the YCH and the Contractor agree as follows:

**I. BASIC SERVICES**

- A.** Contractor will process service agency claims with corresponding documentation, submit verification to YCH, receive payment from YCH and distribute payments to the participating agencies.
- B.** YCH will receive CoC claim from Contractor, verify the claim received against vouchers issued, issue payment to the CoC for processed claims, and report claims received and payments made, to HUD as required.
- C.** The complete contract shall include the following Exhibits attached hereto and incorporated herein:

Exhibit A	Memorandum of Understanding (MOU) for Emergency Housing Vouchers
Exhibit B	PIH Notice 2021-15

In the event of any conflict between any of the provisions of this Agreement (including Exhibits), the provision that requires the highest level of performance from Contractor for the YCH's benefit shall prevail.

**II. FEES**

The PIH Notice 2021-15 provides for the following fees in the relation to issued EHV's:

- A. \$100 PHA data entry fee per lease up
- B. \$500 placement fee for each lease up within 4 months
  - 1. This fee will be split \$250 to YCH and \$250 to the applicable agency per voucher
- C. \$250 placement fee for each lease up within 4 - 6 months
  - 1. This fee will be split \$125 to YCH and \$125 to the applicable agency per voucher
- D. Ongoing administrative fee (to YCH for implementation of the Voucher program)

The PIH Notice 2021-15 also provides for a \$3,500 service fee which is not tied to vouchers but designed for the menu of services as outlined on pages 12 – 14 of the Notice and in Exhibit A.

Contractor and the CoC shall not be entitled to reimbursement for any expenses except as specifically set forth in this Paragraph.

Any other provision of this Agreement notwithstanding, because this Agreement is funded by HUD, the YCH's obligation to compensate Contractor pursuant to this Agreement is contingent upon, and subject to, the YCH's receipt of such funding from HUD, and the absence or removal of any constraints imposed by HUD upon such receipt and payment.

#### **IV. METHOD OF PAYMENT**

**A.** Contractor shall submit an invoice detailing the services provided and which fees are being requested. If requested by YCH, Contractor shall provide any further documentation to verify the payment sought by Contractor.

**B.** Within fifteen (15) calendar days of the receipt of Contractor's detailed invoice, YCH shall either authorize payment or advise Contractor in writing of any concerns with the invoice and any need for further documentation.

**C.** Within thirty (30) calendar days of authorization for payment of an invoice, YCH shall issue the payment.

#### **V. REPORTS**

**A.** Contractor shall provide such reports as are required elsewhere by this Agreement, and such additional information and reports relating to the services otherwise required by this Agreement as are reasonably requested by YCH. Any other provision of this Agreement notwithstanding, should Contractor fail to provide any report required by this Agreement in a timely manner and as otherwise set forth in this Agreement, YCH may withhold any payments otherwise due Contractor pursuant to this Agreement.

**B.** YCH shall provide Contractor with all information pertinent to the services required of Contractor by this Agreement which is requested by Contractor and which is within YCH's possession. No charge will be made for these materials.

#### **VII. RECORDS; ACCESS, RETENTION**

Contractor shall retain and make available for review by YCH and its designees all records, documents, and general correspondence relating to this Agreement and the services required hereunder for a period of not less than four (4) years after receipt of final payment or until all pending audits and proceedings are completed, whichever is later. Contractor shall make such records available for inspection and copying by YCH and its designees at any reasonable time. At least thirty (30) calendar days prior to any destruction of these records following the four years, Contractor shall notify YCH. Upon such notification, YCH shall either agree to the destruction or authorize the records to be forwarded to YCH for further retention.

#### **VIII. DISPUTES**

Any dispute arising under this Agreement shall be decided by the Executive Director (Interim or

permanent) or designee who shall put his or her decision in writing and mail a copy thereof to the address for the notice to Contractor. The decision of the Executive Director shall be final unless, within thirty (30) days from the date such copy is mailed to Contractor, Contractor appeals the decision in writing to the YCH Housing Commission. Any such written appeal shall detail the reasons for the appeal and contain copies of all documentation supporting Contractor's position. In connection with any appeal proceeding under this paragraph, Contractor shall be afforded the opportunity to be heard and offer evidence in support of its appeal to the YCH Housing Commission at a regular Board meeting. Pending a final decision of the dispute, Contractor shall proceed diligently with the performance of this Agreement and in accordance with the Executive Director's decision. The decision of the YCH Housing Commission on the appeal shall be final for purposes of exhaustion of administrative remedies.

## **IX. TERM AND TERMINATION**

**A.** The term of this Agreement shall be from July 1, 2021 through June 30, 2024, unless sooner terminated as hereinafter provided. At YCH's sole option, this Agreement may be extended for two (2) additional twelve (12) month periods on the same terms and conditions as set forth in this Agreement upon written notice to the Contractor by YCH Executive Director or her/his designee ("Executive Director").

**B.** Should either party fail to substantially perform its obligations in accordance with this Agreement, the other party may notify the defaulting party of such default in writing and provide not less than thirty (30) days to cure the default. Such notice shall describe the default, and shall not be deemed a forfeiture or termination of this Agreement. If such default is not cured within said thirty day period (or such longer period as is specified in the notice or agreed to by the Parties), the party that gave notice of default may terminate this Agreement upon not less than fifteen (15) days advance written notice. The foregoing notwithstanding, neither party waives the right to recover damages against the other for breach of this Agreement.

**C.** This Agreement is subject to YCH and HUD appropriating and approving sufficient funds for the activities required of the Contractor pursuant to this Agreement. If the YCH's adopted budget and/or its receipts from HUD do not contain sufficient funds for this Agreement, YCH may terminate this Agreement by giving ten (10) days advance written notice thereof to the Contractor, in which event the YCH shall have no obligation to pay the Contractor any further funds or provide other consideration and the Contractor shall have no obligation to provide any further services pursuant this Agreement. If the YCH terminates the Agreement pursuant to this subparagraph, YCH will pay Contractor in accordance with this Agreement for all services performed to the satisfaction of the Executive Director before such termination and for which funds have appropriated as required by law.

**D.** This Agreement may be terminated for any reason by either party at any time during its term, by giving 60 days' written notice to the other party.

## **X. APPLICABLE LAWS**

**A.** In the performance of the services required by this Agreement, Contractor shall comply with all applicable Federal, State, and County statutes, ordinances, regulations, directives and laws. This Agreement is also subject to any additional restrictions or conditions that may be imposed upon YCH by the Federal or State government.

**B.** This Agreement shall be deemed to be executed within the State of California and construed in accordance with and governed by the laws of the State of California. Any action or proceeding arising out of this Agreement shall be filed and resolved in a California State court located in Woodland, California. Contractor waives any removal rights it might have under State or Federal law.

## **XI. NON-DISCRIMINATION IN SERVICES AND BENEFITS**

Contractor certifies that any service provided pursuant to this Agreement shall be without discrimination based on color, race, creed, national origin, religion, sex, age, sexual preferences, or physical or mental disability in accordance with all applicable Federal, State and County laws and regulations. For the purpose of this Agreement, distinctions on the grounds of color, race, creed, national origin, religion, sex, age, sexual preferences, or physical or mental disability include but are not limited to the following: denying a participant any service or benefit which is different, or is provided in a different manner or at a different time from that provided to other participants under this Agreement; subjecting a participant to segregation or separate treatment in any way in the enjoyment or any advantage or privilege enjoyed by others receiving any service or benefit; treating a participant differently from others in determining whether the participant has satisfied any admission, enrollment quota, eligibility, membership, or other requirement or condition which individuals must meet in order to be provided any service or benefit; and the assignment of times or places for the provision of services.

## **XII. CONTRACTOR'S RESPONSIBILITIES**

**A.** Contractor shall exercise all of the care and judgment consistent with good practices in the performance of the services required by this Agreement.

**B.** With the exception that this Section shall in no event be construed to require indemnification by Contractor to a greater extent than permitted under the public policy of the State of California, Contractor shall indemnify, defend and hold harmless YCH, its officers, agents, employees and volunteers from and against any and all claims, damages, demands, losses, defense costs, expenses (including attorney fees) and liability of any kind or nature arising out of, or as a result of, litigation or administrative proceeding(s), alleged to arise out of:

1. any negligent act, error or omission of Contractor, its officers, agents or employees, in performing the services, responsibilities or duties required of Contractor by this

Agreement; or

2. any breach of any statutory, regulatory, contractual or legal duty of any kind related, directly or indirectly, to the services, responsibilities or duties required of Contractor by this Agreement.

Responsibility for such defense and indemnity obligations shall survive the termination or completion of this agreement for the full period of time allowed by law. The defense and indemnification obligations of this agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.

In providing any defense under this Paragraph, Contractor shall use counsel reasonably acceptable to the YCH Counsel.

### **XIII. PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE**

A. During the term of this Agreement, Contractor shall at all times maintain, at its expense, the following coverages and requirements. The comprehensive general liability insurance shall include broad form property damage insurance.

1. Minimum Coverages (as applicable). Insurance coverage shall be with limits not less than the following:

a. **Comprehensive General Liability** – \$1,000,000/occurrence and \$2,000,000/aggregate

b. **Automobile Liability** – \$1,000,000/occurrence (general) and \$500,000/occurrence (property) (include coverage for Hired and Non-owned vehicles)

c. **Professional Liability/Malpractice/Errors and Omissions** – \$1,000,000/occurrence and \$2,000,000/aggregate (If any engineer, architect, attorney, accountant, medical professional, psychologist, or other licensed professional performs work under a contract, the contractor must provide this insurance. If not, then this requirement automatically does not apply.)

d. **Workers' Compensation** – Statutory Limits/**Employers' Liability** - \$1,000,000/accident for bodily injury or disease (If no employees, this requirement automatically does not apply.)

2. YCH, its officers, agents, employees and volunteers shall be named as additional insured on all but the workers' compensation and professional liability coverages. It shall be a requirement under this Agreement that any available insurance proceeds broader than or in excess of the specified minimum Insurance coverage requirements and/or limits shall be available to the Additional Insured. Furthermore, the requirements for coverage and limits shall be (1) the minimum coverage and limits specified in this Agreement; or (2) the broader coverage and maximum limits of coverage of any Insurance policy or proceeds available to the

named Insured; whichever is greater.

a. The Additional Insured coverage under the Contractor's policy shall be "primary and non-contributory" and will not seek contribution from the YCH's insurance or self-insurance.

b. The limits of Insurance required in this agreement may be satisfied by a combination of primary and umbrella or excess Insurance. Any umbrella or excess Insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and non-contributory basis for the benefit of the YCH (if agreed to in a written contract or agreement) before the YCH's own Insurance or self-insurance shall be called upon to protect it as a named insured.

3. Said policies shall remain in force through the life of this Agreement and, with the exception of professional liability coverage, shall be payable on a "per occurrence" basis. For all "claims made" coverage, in the event that the Contractor changes insurance carriers Contractor shall purchase "tail" coverage covering the term of this Agreement and not less than three years thereafter. Proof of such "tail" coverage shall be required at any time that the Contractor changes to a new carrier prior to receipt of any payments due.

4. The Contractor shall declare all aggregate limits on the coverage before commencing performance of this Agreement.

5. Any deductibles or self-insured retentions must be declared to and are subject to the approval of YCH. All self-insured retentions (SIR) must be disclosed for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied either by the named Insured or YCH.

6. Each insurance policy shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to YCH (ten (10) days for delinquent insurance premium payments).

7. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII.

8. The policies shall cover all activities of Contractor, its officers, employees, agents and volunteers arising out of or in connection with this Agreement.

9. For any claims relating to this Agreement, the Contractor's insurance coverage shall be primary, including as respects YCH, its officers, agents, employees and volunteers. Any insurance maintained by YCH shall apply in excess

of, and not contribute with, insurance provided by Contractor's liability insurance policy.

10. The Contractor shall waive all rights of subrogation against YCH, its officers, employees, agents and volunteers.

- B.** Prior to commencing services pursuant to this Agreement, Contractor shall furnish YCH with original endorsements reflecting coverage required by this Agreement. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. All endorsements are to be received by and are subject to the approval of YCH before work commences. Upon YCH's request, Contractor shall provide complete, certified copies of all required insurance policies, including endorsements reflecting the coverage required by these specifications.
- C.** During the term of this Agreement, Contractor shall furnish YCH with original endorsements reflecting renewals, changes in insurance companies and any other documents reflecting the maintenance of the required coverage throughout the entire term of this Agreement. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. Upon YCH's request, Contractor shall provide complete, certified copies of all required insurance policies, including endorsements reflecting the coverage required by these specifications. YCH reserves the right to obtain a full certified copy of any Insurance policy and endorsements. Failure to exercise this right shall not constitute a waiver of right to exercise later.
- D.** Contractor agrees to include with all Subcontractors in their subcontract the same requirements and provisions of this agreement including the indemnity and Insurance requirements to the extent they apply to the scope of the Subcontractor's work. Subcontractors hired by Contractor agree to be bound to Contractor and YCH in the same manner and to the same extent as Contractor is bound to YCH under the Contract Documents. Subcontractor further agrees to include these same provisions with any Sub-subcontractor. A copy of the Owner Contract Document Indemnity and Insurance provisions will be furnished to the Subcontractor upon request. The Contractor shall require all Subcontractors to provide a valid certificate of insurance and the required endorsements included in the agreement prior to commencement of any work and Contractor will provide proof of compliance to the YCH.
- E.** Contractor shall maintain insurance as required by this contract to the fullest amount allowed by law and shall maintain insurance for a minimum of five years following the completion of this project. In the event contractor fails to obtain or maintain completed operations coverage as required by this agreement, YCH, at its sole discretion, may purchase the coverage required and the cost will be paid by Contractor.

#### **XIV. WORKERS' COMPENSATION**

Contractor shall provide workers' compensation coverage as required by State law, and prior to commencing services pursuant to this Agreement shall file the following statement with the YCH in a form substantially as set forth below.

##### **WORKERS' COMPENSATION CERTIFICATE**

I am aware of the provisions of Section 3700 of the Labor Code that require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing any services required by this Agreement.

The person executing this certificate on behalf of Contractor affirmatively represents that she/he has the requisite legal authority to do so on behalf of Contractor, both the person executing this Agreement on behalf of Contractor and Contractor understand that the YCH is relying on this representation in entering into this Agreement.

#### **XV. NOTICE**

**A.** All notices shall be deemed to have been given when made in writing and delivered or mailed to the respective representatives of YCH and Contractor at their respective addresses as follows:

Contractor: Homeless & Poverty Action Coalition (HPAC)  
Bill Pride, Vice Chair  
1111 H Street  
Davis, CA 95616

YCH: Yolo County Housing  
Executive Director  
147 W Main St  
Woodland, CA 95695

**B.** In lieu of written notice to the above addresses, any party may provide notices through the use of email provided the following email addresses used:

Contractor: [billpride-dcm@sbcglobal.net](mailto:billpride-dcm@sbcglobal.net)

YCH: [jgillette@ych.ca.gov](mailto:jgillette@ych.ca.gov)

**C.** Any party may change the address or e-mail address to which such communications

are to be given by providing the other parties with written notice of such change at least fifteen (15) calendar days prior to the effective date of the change.

**D.** All notices shall be effective upon receipt and shall be deemed received through delivery if personally served or served using facsimile machines, or on the fifth (5th) day following deposit in the mail if sent by first class mail.

## **XVI. CONFLICT OF INTEREST**

**A.** Contractor shall comply with the laws and regulations of the State of California, County, and YCH regarding conflicts of interest, including, but not limited to, Article 4 of Chapter 1, Division 4, Title 1 of the California Government Code, commencing with Section 1090, and Chapter 7 of Title 9 of said Code, commencing with Section 87100 including regulations promulgated by the California Fair Political Practices Commission.

**B.** Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of Contractor's obligations and responsibilities hereunder. Contractor further covenants that in the performance of this Agreement, no person having any such interest shall be employed. This covenant shall remain in force until Contractor completes performance of the services required of it under this Agreement.

**C.** Contractor agrees that if any fact comes to its attention that raises any question as to the applicability of any conflict of interest law or regulation, Contractor will immediately inform the YCH and provide all information needed for resolution of the question.

## **XVII. COVENANT AGAINST CONTINGENT FEES**

Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working for Contractor, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making this agreement. For breach or violation of this warranty, YCH shall have the right to annul this agreement without liability, or in its discretion to deduct from the agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

## **XVIII. AUDITS**

**A.** Contractor shall be subject to examination and audit throughout the term of this Agreement and thereafter for a period of three years from the date that final payment is made pursuant to this Agreement. This does not preclude access to records by YCH, the Comptroller General of the United States, or any of their authorized representatives, as otherwise provided by this Agreement or Federal laws and regulations. Contractor agrees that YCH and HUD has the right to review, obtain, and copy all records pertaining to the performance of this Agreement, and agrees to provide YCH or HUD with any and all

relevant information requested.

**B.** Any and all books, records, and facilities maintained by Contractor related to services provided under this Agreement may be audited, inspected and copied at any time during normal business hours. Unannounced visits may be made at the discretion of the YCH or HUD. Employees who might reasonably have information related to such records may be interviewed. All expenditures of federal funds furnished to Contractor pursuant to this Agreement are subject to audit by YCH and/or Federal representatives.

**C.** Should an Audit Report or any YCH or HUD audit determine that Contractor has misspent funds and been overpaid based on the requirements of this Agreement and applicable laws and regulations, YCH shall demand repayment from Contractor in the amount of such audit findings and withhold any payment otherwise due under this Agreement until Contractor repays such amount. Contractor shall repay YCH such amount within sixty (60) days of the date of the YCH's demand for repayment.

**E.** Any failure or refusal by Contractor to permit access to any facilities, books, records or other information required to be provided to YCH or HUD by this Agreement shall constitute an express and immediate breach of this Agreement.

## **XIX. ASSIGNMENT AND SUBCONTRACTS**

The services and obligations required of Contractor under this Agreement are not assignable in whole or in part. In addition, Contractor shall not subcontract any portion of the services required of Contractor by this Agreement without the express written consent of YCH. If any portion of the services required of Contractor are subcontracted, the subcontractor(s) shall maintain the same insurance as required of Contractor by this Agreement and Contractor shall be fully responsible to YCH for all work undertaken by subcontractors.

## **XX. STATUS OF CONTRACTOR**

**A.** It is understood and agreed by the Parties hereto that Contractor is an independent contractor and that no relationship of employer-employee exists between the YCH and Contractor. Neither Contractor nor Contractor's assigned personnel shall be entitled to any benefits payable to employees of YCH. Contractor hereby indemnifies and holds YCH harmless from any and all claims that may be made against YCH based upon any contention by any third party that an employer-employee relationship exists by reason of this Agreement or any services provided pursuant to this Agreement.

**B.** It is further understood and agreed by the Parties hereto that neither Contractor nor Contractor's assigned personnel shall have any right to act on behalf of YCH in any capacity whatsoever as an agent or to bind YCH to any obligation whatsoever.

**C.** It is further understood and agreed by the Parties hereto that Contractor must issue any and all forms required by Federal and State laws for income and employment tax

purposes, including W-2 and 941 forms, for all of Contractor's assigned personnel.

## **XXI. AMENDMENT**

This Agreement may be amended only by written instrument signed by YCH and Contractor.

## **XXII. WAIVER**

The waiver by YCH or any of its officers, agents or employees or the failure of YCH or its officers, agents or employees to take action with respect to any right conferred by, or any breach of any obligation or responsibility of this Agreement shall not be deemed to be a waiver of such obligation or responsibility, or subsequent breach of same, or of any terms, covenants or conditions of this Agreement.

## **XXIII. AUTHORIZED REPRESENTATIVE**

The person executing this Agreement on behalf of Contractor affirmatively represents that she/he has the requisite legal authority to enter into this Agreement on behalf of Contractor and to bind Contractor to the terms and conditions of this Agreement. Both the person executing this Agreement on behalf of Contractor and Contractor understand that YCH is relying on this representation in entering into this Agreement.

## **XXIV. PUBLIC RECORDS ACT**

Upon its execution, this Agreement (including all exhibits and attachments) shall be subject to disclosure pursuant to the California Public Records Act.

## **XXV. ADDITIONAL PROVISIONS**

**A.** Where there is a doubt as to whether a provision of this document is a covenant or a condition, the provision shall carry the legal effect of both. Should YCH choose to excuse any given failure of Contractor to meet any given condition, covenant or obligation (whether precedent or subsequent), that decision will not be, or have the legal effect of, a waiver of the legal effect in subsequent circumstances of either that condition, covenant or obligation or any other found in this document. All conditions, covenants and obligations continue to apply no matter how often YCH may choose to excuse a failure to perform them.

**B.** Except where specifically stated otherwise in this document, the promises in this document benefit YCH and Contractor only. They are not intended to, nor shall they be interpreted or applied to, give any enforcement rights to any other persons (including corporate) which might be affected by the performance or non-performance of this Agreement, nor do the Parties hereto intend to convey to anyone any "legitimate claim of entitlement" with the meaning and rights that phrase has been given by case law.

**XXVI. ENTIRE AGREEMENT**

This Agreement constitutes the entire agreement between YCH and Contractor and supersedes all prior negotiations, representations, or agreements, whether written or oral. In the event of a dispute between the Parties as to the language of this Agreement or the construction or meaning of any term hereof, this Agreement shall be deemed to have been drafted by the Parties in equal parts so that no presumptions or inferences concerning its terms or interpretation may be construed against any party to this Agreement.

**IN WITNESS WHEREOF**, the Parties have executed this Agreement as of the day and year first set forth above.

**CONTRACTOR**

By: Bill Pride  
Bill Pride, Vice Chair  
HPAC

**YCH**

By: Sandra Sigrist  
Sandra Sigrist  
Interim Executive Director

Approved as to Form:

By: Hope P. Welton  
Hope P. Welton, Agency Counsel

Gary Sandy  
Gary Sandy, Chair  
Housing Commission of the  
Housing Authority of the County of Yolo

Attest:  
Julie Dachtler, Agency Clerk  
Housing Commission of the  
Housing Authority of the County of Yolo

By: Julie Dachtler

