

MEMORANDUM OF UNDERSTANDING BETWEEN
THE CITY OF BURLINGTON AND GUILFORD COUNTY

THIS MEMORANDUM OF UNDERSTANDING is made and entered into this _____ day of July, 2020 by and between the City of Burlington, a municipal corporation and political subdivision of the State of North Carolina (hereinafter, the “City”), and Guilford County Government, a county government and political subdivision of the State of North Carolina (hereinafter, “County”).

WITNESSETH

WHEREAS, the City has the need for interim emergency management services and evaluation and assessment of the city’s current emergency management program; and

WHEREAS, the City extended request for proposals for such services to both Alamance and Guilford Counties where the City of Burlington currently has jurisdiction, to provide such specialized interim services on a regional basis; and

WHEREAS, Guilford County properly indicated that they had the interest and capacity to provide more regional emergency management services and subject matter expert program analysis; and

WHEREAS, pursuant to N.C.G.S. §160A-461, the City desires to form an agreement with the County to provide identified interim emergency management services within existing, appropriated City funding; and

WHEREAS, the County agrees to provide said services in accordance with the terms indicated below.

NOW, THEREFORE, pursuant to N.C.G.S. §160A-461, the parties hereto do mutually agree as follows:

1. Duties of the City. The City agrees to:

- A. The City will provide a contract manager and project coordinator for the County in this endeavor from the City’s Human Resources Department to ensure that all deliverables are provided in a timely manner and serve as a central point of contact from City Government for the County during the duration of this agreement.
- B. The City recognizes the benefit to regionalism of these specialized services and will provide the County an allocation of \$6,200 for each 30 calendar day period from existing, allocated salary and benefits funding.

2. Duties of the County. The County agrees to:

- A. The County will provide emergency management services to the City as outlined in the request for proposal document dated June 4, 2020 (referenced as Appendix A) for an approximate 90-day period. These services include, but are not limited to, response to emergencies, conducting training with identified city staff, serve as subject matter experts to the City to consult in the event of emergencies and to assist City departments with functions that require the assistance and collaboration with emergency management. In addition, these duties and responsibilities include a comprehensive analysis of the City's emergency management program against existing state standards and national industry standards as well as industry best practice.
 - B. The County will also assist the City in seeking available grant funding during the term of this agreement.
3. Term: This Memorandum of Understanding, unless amended as provided herein, shall be in effect until November 1, 2020. The agreement may be extended under the existing terms in 30 calendar day periods if agreeable to both the City and the County.
4. Termination: The City or the County each reserve the right to terminate the Agreement with 30 calendar days written notice.

IN TESTIMONY WHEREOF, the parties have expressed their agreement to these terms by causing this service contract to be executed by their duly authorized office or agents.

COUNTY OF GUILFORD

By: _____

Date: _____

Printed Name: Marty Lawing

Title: County Manager

CITY OF BURLINGTON

By: _____

Date: _____

Printed Name: Hardin Watkins

Title: City Manager

THIS INSTRUMENT HAS BEEN PREAUDITED IN THE MANNER REQUIRED BY THE LOCAL
GOVERNMENT BUDGET CONTROL ACT.

By: _____

Date: _____

Printed Name: Peggy Reece

Title: Finance Director