

Agreement No. _____

Board Resolution No. _____

**MEASURE K GRANT AGREEMENT
BETWEEN THE COUNTY OF SAN MATEO AND 1-A DISTRICT AGRICULTURAL
ASSOCIATION, DBA COW PALACE ARENA AND EVENT CENTER**

This Agreement is entered into this 12th day of September, 2023 by and between the County of San Mateo, a political subdivision of the state of California, hereinafter called "County," and 1-A District Agricultural Association, dba Cow Palace Arena and Event Center, hereinafter called "Grantee."

* * *

WHEREAS, the Grantee seeks a grant for the purpose of funding the matters set forth in its Project described in Exhibit A (the "Grant");

WHEREAS, the County has approved the grant of certain funds to Grantee pursuant to the terms set forth in this Agreement;

NOW, THEREFORE, it is agreed by the parties to this Agreement as follows:

1. Exhibits and Attachments

The following exhibits and attachments are attached to this Agreement and incorporated into this Agreement by this reference:

Exhibit A—Project Description
Exhibit B—Reporting and Invoicing

2. Grant

County hereby grants to Grantee a sum not to exceed One Million Dollars and Zero Cents (\$1,000,000.00) in consideration of and on the condition that the sum be expended for the sole purpose of carrying out the objectives of Grantee's Project as identified in Exhibit A, and in no event shall the County's total fiscal obligation under this Agreement exceed this amount. Grantee agrees to assume any obligation to secure and furnish any additional funds that may be necessary to carry out its Project.

Funds granted under this Agreement shall not be disbursed until execution of this Agreement by County and Grantee.

County shall disburse grant funds to Grantee 30 calendar days after receipt of a satisfactory invoice. Invoices should be accompanied by back up documentation (e.g., receipts for professional services rendered, salary and benefits back up, etc.) and submittal of any required summary reports outlined in Exhibits A or B. The County reserves the right to change the disbursement method during the term of this Agreement.

The disbursement schedule is as follows:

- **Payment 1-** Invoice for up to 50% of the grant (\$500,000.00), upon submission of receipts/invoices showing expenditures and proof of performance measures, timesheets, and activity logs on items funded by the grant and listed in Exhibit A and/or B.
- **Payment 2-** Invoice for remainder of the grant (\$500,000.00), upon submission of receipts/invoices showing expenditures and proof of performance measures, timesheets, and activity logs on items funded by the grant and listed in Exhibit A and/or B, including photographs and use of Measure K logo as approved by the County.

INVOICES: Requests for grant disbursement should be (1) on the organization's official letterhead, (2) include date of invoice, amount requested, and Agreement number, and (3) submitted to the attention of:

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County Executive's Office
Cristal Pepin, Accountant II
400 County Center, 1st Floor
Redwood City, CA 94063
CEO_AP_Inbox@smcgov.org
Phone: (650) 363-4170

3. Term & Termination

Subject to compliance with all terms and conditions, the term of this Agreement shall begin July 1, 2023, and continue through December 31, 2024. This Agreement will not automatically renew, nor shall it create any reliance on the possibility of future grants.

County may terminate this Agreement based upon the unavailability of Federal, State, or County funds by providing written notice to Grantee within a reasonable time after County learns of said unavailability of funding. Grantee acknowledges that this Agreement may be subject to approval of the Board of Supervisors, and assumes all risk of possible non-appropriation and non-approval of funds.

County may suspend and/or terminate this Agreement if Grantee fails to comply with the terms of this Agreement and may, in its sole discretion, withhold or cancel pending and future disbursements of grant funds and/or require Grantee to return some or all funds disbursed under this Agreement.

4. Relationship of Parties

Notwithstanding any publicity or other references to the County required to be made in connection with the Project as set forth in Exhibit A, Grantee understands and agrees that the Project performed under this Agreement is not performed by Grantee as an independent contractor of the County or as an employee of County and that neither Grantee nor its employees acquire any of the rights, privileges, powers, or advantages of County contractors or County employees. Grantee acknowledges and agrees that it is not, and will not hold itself out as, an agent, partner, or co-venturer of the County, and that this Agreement is not intended to and does not create an agency, partnership, or joint venture between the Parties.

5. Project Administration

The Parties agree that the Project as described in Exhibit A shall not be altered without a written amendment to this Agreement, signed by both the County and the Grantee. Grantee shall provide written reports to the County's authorized representative in accordance with Exhibit B.

6. Hold Harmless

Grantee shall indemnify and save harmless County and its officers, agents, employees, and servants from all claims, suits, or actions of every name, kind, and description resulting from this Agreement, the performance of any work or services performed of Grantee in furtherance of the Project under this Agreement, or payments made pursuant to this Agreement brought for, or on account of, any of the following:

- (A) injuries to or death of any person, including Grantee or its employees/officers/agents/volunteers;
- (B) damage to any property of any kind whatsoever and to whomsoever belonging;
- (C) any sanctions, penalties, or claims of damages resulting from Grantee's failure to comply with any applicable federal, state, or local laws or regulations; or
- (D) any other loss or cost, including but not limited to that caused by the concurrent active or passive negligence of County and/or its officers, agents, employees, or servants. However,

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Grantee's duty to indemnify and save harmless under this Section shall not apply to injuries or damage for which County has been found in a court of competent jurisdiction to be solely liable by reason of its own negligence or willful misconduct.

The duty of Grantee to indemnify and save harmless as set forth by this Section shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

7. **Insurance**

a. **General Requirements**

Prior to its receipt of any funds pursuant to this Grant Agreement, Grantee shall obtain all insurance required under this Section and such insurance shall be subject to the approval by County's Risk Management, and Grantee shall use diligence to obtain such insurance and to obtain such approval. Grantee shall furnish County with certificates of insurance evidencing the required coverage, and there shall be a specific contractual liability endorsement extending Grantee's coverage to include the contractual liability assumed by Grantee pursuant to this Agreement. These certificates shall specify or be endorsed to provide that thirty (30) days' notice must be given, in writing, to County of any pending change in the limits of liability or of any cancellation or modification of the policy.

b. **Workers' Compensation and Employer's Liability Insurance**

Grantee shall have in effect during the entire term of this Agreement workers' compensation and employer's liability insurance providing full statutory coverage. In signing this Agreement, Grantee certifies, as required by Section 1861 of the California Labor Code, that (a) it is aware of the provisions of Section 3700 of the California Labor Code, which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of the Labor Code, and (b) it will comply with such provisions before commencing or continuing the performance of Project work for which it would receive grant funds.

c. **Liability Insurance**

Grantee shall take out and maintain during the term of this Agreement such bodily injury liability and property damage liability insurance as shall protect Grantee and all of its employees/officers/agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from Grantee's operations under this Agreement, whether such operations be by Grantee, any subcontractor, anyone directly or indirectly employed by either of them, or an agent of either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall not be less than the amounts specified below:

☒ Comprehensive General Liability... \$1,000,000

(Applies to all agreements)

☐ Motor Vehicle Liability Insurance... \$1,000,000

(To be checked if motor vehicle used in performing services)

☐ Professional Liability..... \$1,000,000

(To be checked if Grantee is a licensed professional)

County and its officers, agents, employees, and servants shall be named as additional insured on any such policies of insurance, which shall also contain a provision that (a) the insurance afforded thereby to County and its officers, agents, employees, and servants shall be primary insurance to the full limits of

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liability of the policy and (b) if the County or its officers, agents, employees, and servants have other insurance against the loss covered by such a policy, such other insurance shall be excess insurance only.

In the event of the breach of any provision of this Section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, County, at its option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend any further payment pursuant to this Agreement.

8. Prevailing Wage

Per Labor Code Section 1720, this project is a public work for purposes of the California Labor Code. Grantee hereby agrees that all persons providing labor on the Project will be paid not less than prevailing rates of wages and that Grantee will ensure compliance with all provisions of the California Labor Code, Article 2-Wages, Chapter 1, Part 7, Division 2, Section 1770 *et seq.* A copy of the prevailing wage scale established by the Department of Industrial Relations is on file in the office of the County's Director of Public Works and available at www.dir.ca.gov/DLSR or by phone at 415-703-4774. California Labor Code Section 1776(a) requires each contractor and subcontractor on the Project to keep accurate payroll records of trades workers on all public works projects and to submit copies of certified payroll records upon request.

Additionally, Grantee agrees the Project will meet the following requirements:

- No contractor or subcontractor may be listed on a bid proposal for the Project unless registered with the Department of Industrial Relations pursuant to Labor Code Section 1725.5 [with limited exceptions from this requirement for bid purposes only under Labor Code Section 1771.1(a)].
- No contractor or subcontractor may be awarded a contract on the Project (awarded on or after April 1, 2015) unless registered with the Department of Industrial Relations pursuant to Labor Code Section 1725.5.
- This Project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

9. Assignability and Subcontracting

Grantee shall not assign this Agreement or any portion of it to a third party. Except as set forth in Exhibit A, Grantee shall not subcontract with a third party to perform the Project. Any such assignment or subcontract without County's prior written consent shall give County the right to automatically and immediately terminate this Agreement without penalty or advance notice and the County shall have the right to a refund of all funds disbursed under this Agreement.

10. Compliance With Laws

All services to be performed by Grantee in connection with the Project shall be performed in accordance with all applicable Federal, State, County, and municipal laws, ordinances, and regulations, including, but not limited to, any laws related to payment of prevailing wages pursuant to the California Labor Code. In connection with the Project, Grantee bears responsibility to obtain, at Grantee's expense, any license, permit, or approval required from any agency.

11. Merger Clause; Amendments

This Agreement, including Exhibits, constitutes the sole Agreement of the parties regarding the Grant, and correctly states the rights, duties, and obligations of each party as of this document's date. In the event that any term, condition, provision, requirement, or specification set forth in the body of this Agreement conflicts with or is inconsistent with any term, condition, provision, requirement, or specification in any Exhibit and/or Attachment to this Agreement, the provisions of the body of the Agreement shall prevail. Any prior agreement, promises, negotiations, or representations between the parties concerning the Grant that are not expressly stated in this document are not binding. All subsequent modifications or amendments shall be in writing and signed by the parties.

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12. Controlling Law; Venue

The validity of this Agreement and of its terms, the rights and duties of the parties under this Agreement, the interpretation of this Agreement, the performance of this Agreement, and any other dispute of any nature arising out of this Agreement shall be governed by the laws of the State of California without regard to its choice of law or conflict of law rules. Any dispute arising out of this Agreement shall be venued either in the San Mateo County Superior Court or in the United States District Court for the Northern District of California.

13. Notices

Any notice, request, demand, or other communication required or permitted under this Agreement shall be deemed to be properly given when both: (1) transmitted via email to the email address listed below; and (2) sent to the physical address listed below by either being deposited in the United States mail, postage prepaid, or deposited for overnight delivery, charges prepaid, with an established overnight courier that provides a tracking number showing confirmation of receipt.

In the case of County, to:	In the case of Grantee, to:
County Executive's Office Molly Villagomez, Administrative Assistant II 400 County Center, 1st Floor Redwood City, CA 94063 Email: mevillagomez@smcgov.org Phone: (650) 363-1810	1-A District Agricultural Association, dba Cow Palace Arena and Event Center Allison Keaney, PhD 2600 Geneva Ave. Daly City, CA 94014 Email: ceo@cowpalace.com Phone: (415) 404-4121

14. Electronic Signature

Both County and Contractor wish to permit this Agreement and future documents relating to this Agreement to be digitally signed in accordance with California law and County's Electronic Signature Administrative Memo. Any party to this Agreement may revoke such agreement to permit electronic signatures at any time in relation to all future documents by providing notice pursuant to this Agreement.

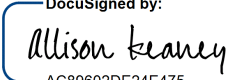
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THIS AGREEMENT IS NOT VALID UNTIL SIGNED BY ALL PARTIES. NO FUNDS WILL BE DISTRIBUTED UNTIL THIS DOCUMENT HAS BEEN SIGNED BY THE COUNTY'S AUTHORIZED DESIGNEE.

For Grantee:

DocuSigned by:

AC80602DE24E476...
(signature)
Authorized Representative
Grantee

9/5/2023

Date

**1-A District Agricultural Association, dba
Cow Palace Arena and Event Center**

Name of Grantee

Allison Keaney

(please print name)
Authorized Representative
Grantee

For County:

(Signature)
Authorized Designee
County of San Mateo

Date

CHIEF FINANCIAL OFFICER

Job Title (please print)

80125-6265

Budget Unit

ROBERTO MANCHIA

(please print name)
Authorized Designee
County of San Mateo

Measure K JL Code

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Exhibit A

The County and Grantee agree that the grant funds shall only be used to further the goals of the following Project, described below and in the September 12, 2023, Board transmittal and resolution, incorporated herein by reference:

Grantee shall make improvements needed to remodel and make repairs to the Cow Palace Arena and Event Center for emergency preparedness efforts, including (1) remodeling the kitchen, freezer, and dining hall to facilitate the provision of thousands of meals per day; (2) installing additional permanent emergency generators to sustain power during outages; (3) acquiring and appropriately storing care supplies including blankets, cots, and comfort kits; and (4) repairing and renovating large animal/livestock evacuation and care areas.

The Grantee's proposed budget for the Project is detailed below. The below chart reflects the types of improvements and purchases that the Grantee is expected to make, up to a not-to-exceed total amount of one million dollars. Minor to moderate fluctuations in actual improvements/purchases and costs thereof will be permitted.

The Grantee's proposed budget for the Project is detailed below:

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Measure K Funds: Projects Budget**COW PALACE****2023/2024**

<i>Livestock Evac Prep</i>	QTY	Cost
CONEX	20'	4,100.00
Barn Cleanout/Prep (labor)	72 hours	4,620.00
Barn Roof Repair		42,000.00
		50,720.00
<i>Round Up Kitchen</i>		
demolition/equipment removal (labor)	225 hours	7,875.00
Floor scraping & recoating		28,000.00
stainless Steel walls		95,000.00
HVAC (stove exhaust)		18,250.00
Electrical panels, plugs		23,000.00
Project Management		28,000.00
Walk-In (new)		15,565.00
Instant hot water heater		1,100.00
dishwasher chemical dispensing system		300.00
Walk-In Replacement		22,000.00
Plumbing		8,000.00
<i>Equipment</i>		
Self Serve Fridge		2,100.00
Under grill refrigerator		1,450.00
char broiler		3,550.00
stove/oven		6,100.00
convection oven (dual level)		11,000.00
cold prep table		3,000.00
Fryer (2)		6,400.00
salad bar		6,400.00
Hood		12,000.00
Steamtable/counter/installation		8,600.00
Freezer Conversion/Upgrade		8,000.00
Walk-In		16,000.00
Warming Cabinets (2)		3,000.00
FRP (Ceiling)		27,000.00
handwash sink		500.00
Lighting		4,200.00
Shelving (dry storage and walk-in)		4,600.00
small wares		2,000.00
Carry over storage containers	24	1,175.00
Cambro beverage servers	8	1,240.00
bustubs		600.00
Can Rack	1	1,285.00
Dishwasher Racks	10	780.00
cold and steam inserts	40	560.00
pans, pots, inserts		2,800.00
Labor (Cow Palace)		12,000.00

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<i>Round Up Dining Room</i>	QTY	Cost
Sanitizer Stands		1,200.00
Countertops		6,000.00
Walls/Rails (repair/update)		3,100.00
Cabinetry		2,800.00
Paint		1,600.00
Labor		8,000.00
Lighting		1,500.00
Heated Carts for Drive Thru Service		5,600.00
utility Carts	6	1,950.00
Parking Lot drive thru set up (tents; cones, directional signage)		2,000.00
Counter Organizers	4	1,072.00
<i>Logistics & Facility</i>		
Traffic control sign (programmable/Solar)		17,845.00
LED street sign	15% only	28,500.00
Transfer Switch Extension		165,000.00
Generator 1		92,000.00
Generator 2		67,000.00
storage containers	50	600.00
<i>Human Supplies</i>		
blankets	1000	11,000.00
Meal Prep for Freezer Storage	500	5,000.00
MRE meals	500	12,600.00
cots	500	20,000.00
comfort kits	500	42,000.00
Office Equipment		1,500.00
<i>Personal Hygiene and Sanitation</i>		
face masks, 3 ply	4000	1,850.00
food service gloves (m, l, x l)	30 cartons	525.00
mobile handwashing stations (hand sink cart)	4	30,240.00
cleaning gloves	15 cartons	325.00
aprons (disposable)	5 cartons	900.00
Total Estimate		975,857.00

Grantee agrees that this grant is one-time only, and that the grantee will need to secure other sources of funding going forward.

In no event shall the County's fiscal obligation under this Agreement exceed \$1,000,000.00.

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Exhibit B

In accordance with the terms of this Grant Agreement, Grantee will provide, or cause to be provided the services for the Project detailed in Exhibit A and will report back to the County regarding various performance measures including, but not limited to, those noted below. Grantee shall report its progress on each performance measure when submitting invoices. Final reporting data shall be delivered to the County no later than June 30, 2024. In addition, Grantee agrees to provide descriptive information about the Project funded by the Measure K grant upon reasonable request of the County, including, but not limited to, the County Executive's Office, the County Communications Officer, or the Supervisorial District Office.

<u>Performance Measures</u>	<u>Target</u>
Make repairs and renovations to Cow Palace Arena and Event Center, and purchase emergency preparedness items consistent with projections outlined in Exhibit A	Complete

Payment will be made within 30 days of receipt of an adequate invoice by the County Executive's Office, Accounting Unit. County shall have the right to withhold payment if County determines the quantity and/or quality of the work performed is unacceptable.

Grantee shall provide County with a written itemized invoice that allows the County to reconcile the work performed. Grantee shall provide a description of monthly expenses, evidence of work performed, or of costs incurred, including, but not limited to, performance measures, timesheets, activity logs, copies of bills, and/or packing slips.

Grantee shall include a written certification that the costs were actually incurred for the Project and that the supporting documentation is true, correct and complete.

All invoices shall include the agreement number, project location, dates of service and specified work completed.

Pursuant to Section 2 of the Grant Agreement, County's fiscal obligation shall not exceed \$1,000,000.

Remit invoices to:

County Executive's Office
 Cristal Pepin, Accountant II
 400 County Center, 1st Floor
 Redwood City, CA 94063
 Email: CEO_AP_Inbox@smcgov.org
 Phone: (650) 363-4170