

SERVICES AGREEMENT

Community Services Department
700 Alma St., Menlo Park, CA 94025
tel 650-330-2200



This Agreement is entered into by and between the City of Menlo Park, hereinafter called City,
and Ellen G Shea, dba/The Merrie Olde Christmas Carolers hereinafter called Contractor, for services below \$1,000.

It is hereby agreed as follows:

The Contractor makes the following representations and offers to do the work described below in accordance with the stated terms and conditions.

1. Description of work to be done: A holiday quartet dressed in full Dickensian attire to perform as carolers at the Holiday Tree Lighting event.
2. Date/Term of services: December 1, 2017 5:30-7:00 pm
3. Locations where services will be provided: Fremont Park, Santa Cruz Avenue
4. Contractor to provide the following: A holiday quartet
5. City to provide the following: Stage, audio equipment (including four mics), lighting, back drop
6. The following shall be the terms of payment to the Contractor for services rendered:
This compensation shall be based on the rates described in Exhibit "A". In no event shall the total payment for all services under this agreement exceed \$535.00 unless mutually agree upon in writing by the City and First Party.
7. ADA Compliance: The Contractor represents and certifies to City that contractor and its contracts and programs are in full compliance with the Americans with Disabilities Act (ADA) of 1990.
8. Hold Harmless: Contractor agrees to save and hold harmless the City, its officers, agents and employees and City agrees to save and hold harmless contractor, its officers, agent, and employees from any and all damage and liability of every nature, including all costs of defending any claim, caused by or arising out of the negligence or wrong doing of the other. City shall not be liable for acts of Contractor in performing services described herein.
9. Interest of Contractor: It is understood and agreed that this agreement is not a contract of employment in the sense that the relation of master and servant exists between City and undersigned. At all times Contractor shall be deemed to be an independent contractor and Contractor is not authorized to bind the City to any contracts or other obligations in executing this Agreement. Contractor certifies that no one who has or will have and financial interest under this agreement is an officer or employee of City.
10. Changes: This Agreement shall not be assigned or transferred without the written consent of the City. No changes or variations of any kind are authorized without a written consent of the City.

11. Insurance: The Contractor agrees to provide the City with a photocopy of required insurance coverage as indicated in this agreement. The Contractor further agrees that the insurance policy will remain valid during the term of the contract.

Insurance waived Yes No

12. Termination: This Agreement may be terminated by City upon ten (10) day written notice to Contractor. Moneys then owed based upon work satisfactorily accomplished shall be paid to the Contractor. It is understood that this offer in no way constitutes a guarantee of similar terms in future contracts.

13. Agreement includes supplemental information attached Yes No

The Agreement supplement may include scope of work, performance riders, stage plots, etc.

The Contractor shall complete the services herein described or forfeit the right to claim any part of the compensation to which Contractor would otherwise be entitled under this Agreement.

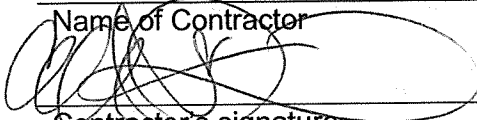
The Contractor shall comply with all applicable Federal, State and local laws and ordinances including, but not limited to, unemployment insurance benefits, Worker's compensation and F.I.C.A. laws.

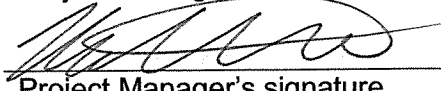
The Merrie Olde Christmas Carolers

Matthew L. Milde

Name of Contractor

Project Manager

 9/5/17
Contractor's signature Date

 9/13/17
Project Manager's signature Date

Phone:

Phone: 650-330-2223

E-mail:

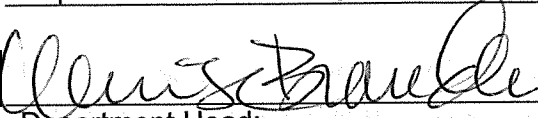
E-Mail: mlmilde@menlopark.org

Address

Department: Community Services

City/Zip

IRS/Social Security Number*

 9/13/17
Department Head: Date

*must match information on W-9 on file with City

Attest by City Clerk:

Date

Exhibit A

CITY: City of Menlo Park

EVENT: Holiday Tree Lighting Event

FIRST PARTY: Ellen G Shea, dba/The Merrie Olde Christmas Carolers

VENDOR NUMBER: n/a

ADDRESS: 809 Bauer Drive
San Carlos CA 94070

SERVICE DESCRIPTION: FIRST PARTY to provide a holiday quartet in full Dickensian attire. FIRST PARTY to sing 25 minutes on, 10 minutes off to allow for breaks. The CITY will provide the stage, lighting, and audio (including four mics).

DELIVERY DATE: Friday, December 01, 2017

DELIVERY TIME: 5:30 - 7:00 pm

DELIVERY LOCATION: Fremont Park
Santa Cruz Avenue, Menlo Park

PAYMENT SCHEDULE: \$535 (due after delivery)

ADDITIONAL DOCUMENTS: N/A

EXHIBIT PREPARED BY: Marika Kopp, Special Events Program Assistant

DATE: Friday, August 28, 2017

NOTES: Fremont Park is located in Downtown Menlo Park on the cross street of University Drive and Santa Cruz Avenue.

