



LETTER OF AGREEMENT

Date: 1/23/2018
To: Menlo Park City School District
From: City of Menlo Park
Re: Restroom and Field Cleaning Services at Hillview Middle School

THIS LETTER OF AGREEMENT ("Agreement") is entered as of January 1, 2018 by and between the City of Menlo Park ("City"), a municipal corporation of the State of California, and Menlo Park City School District ("District"), a political subdivision of the State of California serving parts of Menlo Park, Atherton, and unincorporated San Mateo County in the State of California.

Pursuant to the Agreement for Joint Use of Community Facilities between the parties for the Hillview Middle School location at 1100 Elder Avenue, Menlo Park CA 94025, the City is responsible for cleaning the restrooms on weekends and summer months and for site cleaning and trash removal following City events and/or activities.

The District agrees to be responsible for cleaning the restrooms during the week and including the weekends and summer months when the sports field is being used by a group authorized and scheduled by the City. The City will be responsible for any damage to the facility during City scheduled events.

The District shall also be responsible for general site cleaning and off-hauling all garbage and trash following events prior to the next beginning school day. The District shall be responsible to remove trash from the premises after City authorized activities, events, and uses by City scheduled groups.

The City will pay a monthly fee of \$805.00 for the restroom cleaning, site cleaning and trash removal services to the District. The monthly fee will be adjusted on July 1 of each year based on the Bay Area Consumer Price Index (CPI). The District will bill the City on an annual basis."

Either party may give 90 days written notice to terminate this Agreement in whole or in part at any time, either for convenience or because of the failure to fulfill its contractual obligations or because of change of its assigned personnel on the project without prior approval. In the event of such termination the provisions of the Agreement for the Joint Use of Community Facilities shall remain in effect.

IN WITNESS WHEREOF, City and District have executed this Agreement as of the date first set forth above.

MENLO PARK CITY SCHOOL DISTRICT:

Signature of Ahmad Sheikholeslami
Ahmad Sheikholeslami,
Chief Business and Operations Officer

CITY OF MENLO PARK:

Signature of Justin I.C. Murphy
Justin I.C. Murphy,
Public Works Director

APPROVED AS TO FORM:

Signature of William L. McClure
William L. McClure, City Attorney