



County of Solano Contract Review Worksheet

Contract Number:
(Dept., Division, FY, #)
Authority:
 Dept Head Execute
 CAO Execute
 BOS Approval Required

NOTE: Please review all instructions on the back of this worksheet before you begin processing.

1. Department/Division: CAO/First 5 Solano		2. Date: 6/3/25	
3. Contract Administrator: Yuliana Moreno		4. Phone Ext: 1337	
5. Contract Attributes:		<input type="checkbox"/> Amendment/Change Order Amendment/Change Order Number Contract No: MOU Date: _____ Please attach copies of original/amendments	
<input type="checkbox"/> Expenditure <input checked="" type="checkbox"/> Revenue <input checked="" type="checkbox"/> Intergovernmental <input type="checkbox"/> Personal/Professional Svcs <input type="checkbox"/> Purchase of Goods <input type="checkbox"/> Lease <input type="checkbox"/> Construction <input type="checkbox"/> Other		<input checked="" type="checkbox"/> Original Bid/RFP Required? <input type="checkbox"/> YES <input type="checkbox"/> NO Sole Source Contract? Bid/RFP No: _____ <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Date: _____ Please attach copy of Bid/RFP or justification.	
6. Description of Contract:		7. Name of Contractor:	
MOU between Solano Transportation Authority and Solano County for Housing Preservation and Protection		Solano Transportation Authority	
		8. EIN: _____ SSN: _____	
9. Is Contractor a California Public Pension Plan Retiree? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If yes: Name of Public Pension Plan: _____ Date of Retirement: _____			
10. Does Contractor have a personal relationship in a direct line of supervision in your Department? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If yes, please describe relationship: _____ Does Contractor have a personal relationship with someone in another Department? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If yes, please provide Department and describe relationship: _____			
11. Has County contracted with Contractor previously during this fiscal year? <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO Please list County department if other than the department listed on number 1 above. _____			
12. Effective Date:		13. Termination Date:	
Original Contract: 9/1/24 This amendment: _____		8/31/26 By this amendment: _____	
14. Contract Budget:		15. Payment Terms:	
Original Contract Amount: \$ 150,000		<input checked="" type="checkbox"/> Prepaid <input type="checkbox"/> Monthly <input type="checkbox"/> Arrears <input type="checkbox"/> Quarterly <input type="checkbox"/> Progress <input checked="" type="checkbox"/> Other	
Total of Previous Amendments: \$ 0		<input checked="" type="checkbox"/> Fixed <input type="checkbox"/> Actual <input type="checkbox"/> Estimate	
Current Amendment: \$ 0			
Total Amount of Contract \$ 150,000		16. Source of Funds: <input type="checkbox"/> Fed/State Grant <input checked="" type="checkbox"/> Fed/State Funding <input type="checkbox"/> County Specify: _____ Fed Catalog No: _____ State Legislation: <input type="checkbox"/> AB <input type="checkbox"/> SB _____	
17. Fund: 151 Budget Unit: 1570 Sub-object: 9703		18. Current Appropriation Sufficient? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
19. Proposed Board of Supervisors Agenda Date, if required. Please attach agenda summary and ATR request. 6/24/25			
20. Remarks Community Investment Fund Deep Investments			
21. Signature Route:			
<i>Yuliana Moreno</i> Department Contract Administrator Yuliana Moreno Email ymoreno@solanocounty.gov		HR Analyst (for Contract Employees) or Risk Management (for insurance changes) _____ Email _____	
Contractor Signatory Name (Informational only) Daryl K. Halls, Executive Director Email dkhalls@sta.ca.gov		<i>Megan Richards</i> CAO Analyst Megan Richards Email merichards@solanocounty.gov	
<i>Michele Harris</i> Department Head or Designee Michele Harris Email mdharris@solanocounty.gov		<i>William Emlen</i> Authorizing Signature (CAO/DH) Bill Emlen Email WFEmlen@solanocounty.gov	
<i>Kelly Welsh</i> County Counsel Reviewer Kelly Welsh Email kawelsh@solanocounty.gov			

**FUNDING AGREEMENT
BETWEEN
SOLANO TRANSPORTATION AUTHORITY AND COUNTY OF SOLANO
FOR
HOUSING PRESERVATION AND PROTECTION**

This Funding Agreement (“**Agreement**”) is entered into by the SOLANO TRANSPORTATION AUTHORITY, a joint powers authority organized under Government Code section 6500 et seq. consisting of the County of Solano and the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun, Vacaville and Vallejo (“**STA**”) and the COUNTY OF SOLANO (“**County**”) each individually referred to as a “**Party**” and collectively as the “**Parties**” to be effective as of July 1, 2025.

RECITALS

WHEREAS, STA was created in 1990 through a Joint Powers Agreement between the County of Solano and the cities of Benicia, Dixon, Fairfield, Rio Vista, Suisun City, Vacaville, and Vallejo to serve as the Congestion Management Agency (CMA) and County Transportation Authority (CTA) for Solano County; and

WHEREAS, STA, as the CMA and the CTA for the Solano County, partners with various federal, state, regional, and local transportation and planning agencies, such as the Metropolitan Transportation Commission (MTC), Association of Bay Area Governments (ABAG) and Caltrans District 4, to set countywide transportation priorities and to coordinate the delivery of transportation projects in furtherance of the identified transportation priorities; and

WHEREAS, STA was designated as the Association of Bay Area Government’s County Collaborative for Regional Early Action Planning Grant (REAP) Funding for housing planning and implementation; and

WHEREAS, STA was awarded an additional grant as part of a second allocation of REAP funding (REAP 2.0); and

WHEREAS, STA received Board approval on **September 11, 2024** to enter into a funding agreement with County to develop housing implementation plans in preparation for a 2026 ABAG/MTC Bay Area Finance Housing Authority Measure; and

WHEREAS, the STA and County now desire to enter into this Agreement to define the respective roles and responsibilities of the Parties.

AGREEMENT

NOW THEREFORE, in consideration of the mutual promises set forth in this Agreement, the Parties agree as follows:

A. STA agrees to:

1. To provide County the REAP 2.0 funding to develop and implement the task as identified in **Exhibit A**, for a total amount not to exceed **\$150,000**.
2. Upon submission of an invoice by County, and upon approval of STA's representative, pay County monthly in arrears for fees and expenses incurred the prior month, up to the maximum amount provided for in this Agreement.

B. County agrees to:

1. To participate and work collaboratively with STA to develop and implement the REAP 2.0 task as identified in **Exhibit A**.
2. To submit invoices to STA monthly with a summary report.

C. Term and Termination:

1. This Agreement shall remain in effect through **December 31, 2025**, unless it is terminated or amended earlier as provided in this Agreement.
2. Either Party may terminate its participation in the process upon written notice to the other with a 30-day written notice.

D. Indemnification:

Each Party shall indemnify, defend, protect, hold harmless, and release the other, their elected bodies, officers, agents, and employees, from and against any and all claims, losses, proceedings, damages, causes of action, liability, costs, or expense (including attorneys' fees and witness costs) arising from or in connection with, or caused by any negligent act or omission or willful misconduct of such indemnifying party. This indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages or compensation payable to or for the indemnifying party under workers' compensation acts, disability benefit acts, or other employee benefit acts.

E. Insurance:

1. Each Party agrees to maintain its status as a legally self-insured public entity for general, auto and professional liability insurance coverage with limits of no less than \$1,000,000 per occurrence and no less than fifteen million dollars (\$15,000,000) aggregate. Each Party's insurance will be considered primary for all claims arising out of acts of that Party. Each Party agrees to endorse the other Party, its officials, employees and agents, using standard ISO

endorsement No. CG2010 or its equivalent for general liability coverage. Each Party also agrees to require all consultant, contractors and subcontractors engaged to work on this Project to name the other Party as an additional insured as well.

2. Each Party will maintain Workers' Compensation as required by law for all its employees with limits not less than \$1,000,000 per occurrence. Neither Party's insurance shall be called upon to satisfy any claim for workers' compensation filed by an employee of the other Party. Each Party will provide the other with a Waiver of Subrogation endorsement for Workers Compensation. Each Party also agrees to require all consultants, contractors and subcontractors engaged to work on this Project to carry the same Workers Compensation insurance limits and endorsements.

3. Each Party will require all consultants, contractors, and subcontractors engaged to work on this Project to carry insurance in levels commensurate with the exposure of the respective work provided by the consultant, contractor or subcontractor. of the respective work provided by the consultant, contractor or subcontractor.

F. Access to Records and Retention:

All Parties, acting through their duly authorized representative, as well as any federal or state grantor agency providing all or part of the funding associated with this Agreement, the State Controller, the Comptroller General of the United States, and the duly authorized representatives of any of the Parties, shall have access to any books, documents, papers and records of any Party which are directly pertinent to the subject matter of this Agreement for the purpose of making audit, examination, excerpts and transcriptions. Except where longer retention is required by any federal or state law, the Parties shall maintain all required records for three years after final payment for any work associated with this Agreement, or after all pending matters are closed, whichever is later.

G. Interpretation:

Each Party has reviewed this Agreement and any question of doubtful interpretation shall not be resolved by any rule or interpretation providing for interpretation against the drafting Party. This Agreement shall be construed as if all of the Parties drafted it. The captions and headings contained herein are for convenience only and shall not affect the meaning or interpretation of this Agreement.

H. Execution in Counterparts; Signatures by Facsimile or PDF; Electronic Signatures

This Agreement may be executed in duplicate originals, each of which is deemed an original, but when taken together shall constitute one instrument. Facsimile copies or copies delivered via e-mail as a portable document format (pdf) file shall be deemed original copies.

As permitted under the U.S. Electronic Signatures in Global and National Commerce (ESIGN) Act of 2000, and the Uniform Electronic Transactions Act (UETA), the Parties hereby agree to conduct this transaction by electronic means. This Contract may be executed through an electronic signature and may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The Parties agree

that the electronic signatures appearing on this Agreement are intended by each Party using it to have the same force and effect as the use of a manual signature for the purposes of validity, enforceability, and admissibility.

The Parties have executed this Agreement on the day and year first written above.

SOLANO TRANSPORTATION AUTHORITY

By: 
Daryl K. Halls, Executive Director

Approved as to Form:

By: 
Megan J. Callaway, STA Legal Counsel

COUNTY OF SOLANO

By: 
Bill Emlen, County Administrator

Approved as to Form:

By: 
Kelly Welsh, County Counsel

EXHIBIT A

SCOPE OF WORK

The goal of this project is to provide a targeted homelessness prevention program in Solano County. Contractor will utilize the All Home online technology platform, which will host an online application portal for Keep People Housed - Solano. All Home's assessment tool will assign priority scores to applicants based on risk factors for homelessness, helping providers identify and target prevention services to the household applicants at highest risk of experiencing homelessness if they do not receive assistance. To be eligible, applicants must be Solano County residents with incomes at or below 50% of the Area Median Income and a demonstrated risk of homelessness or housing loss due to recent financial or other hardships. Prioritized applicants will receive rapid and flexible financial assistance through **Regional Early Action Planning 2.0** funding in addition to other funding with paired with flexible, hands-on, and individualized housing stabilization services as well as legal referrals for all households facing eviction. Housing stabilization services can include creating household budgets, housing stability plans, providing problem-solving support, and referrals to other community resources that can help households increase their incomes, lower their housing costs, or otherwise build stability (e.g., workforce development, childcare, health or mental health, domestic violence services, etc.).

STA-County_Funding Agreement_Housing Implementation Plan for signature

Final Audit Report

2025-06-30

Created:	2025-06-11
By:	Jacob Curtis (JRCurtis@SolanoCounty.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAyYa3rOFcwmladY1MaLqR7KyzgFYJU7YP

"STA-County_Funding Agreement_Housing Implementation Plan for signature" History

-  Document created by Jacob Curtis (JRCurtis@SolanoCounty.gov)
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 Agreement completed.

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