

Sample AGREEMENT FOR SERVICES (do NOT complete at this time)

THIS AGREEMENT, made this _____ day of _____, 2016, by and between Anne Arundel County, Maryland (the “County”), and _____ (the “Contractor”).

WHEREAS, the County issued RFP No.16-____, entitled “_____”, a copy of which is attached hereto as Attachment A and is incorporated herein and made a part hereof;

WHEREAS, copies of the Contractor’s technical proposal, if any, and cost proposal are attached hereto as Attachment B;

WHEREAS, having completed the Procurement process in accordance with Attachment A and the Anne Arundel County Code, the County is awarding the resulting contract to the Contractor; and

WHEREAS, it is the purpose of this Agreement to describe the formal rights and obligations of the parties;

NOW, THEREFORE, WITNESSETH that, for the consideration herein indicated, and in consideration of the mutual promises and covenants set forth in this Agreement, the Contractor and the County agree as follows:

1. The Contractor shall perform services described and outlined in Attachments A and B to this Agreement, which are incorporated herein and are made a part hereof (the “Work”).

2. The County and the Contractor shall have all rights and obligations set forth in Attachments A and B. If any term of this Agreement conflicts with any term of Attachments A or B to this Agreement, then the term of this Agreement shall control. If any term of Attachment A to this Agreement conflicts with any term of Attachment B to this Agreement, then the term of Attachment A shall control.

3. The County shall pay the Contractor in accordance with the fee schedule set forth in Attachment B to this Agreement. Services under this Agreement shall be performed pursuant to Blanket Order Release Purchase Orders issued by the Purchasing Agent. The Finance Officer shall certify availability and encumbrance of funds for each Blanket Order Release Purchase Order issued pursuant to this Agreement, and no payment shall be made to the Contractor absent such certification. Payment shall be made electronically via ACH Transfer. The County reserves the right to deduct the total amount of any debts owed to the County from any payments issued pursuant to this Agreement.

4. If the term of this Agreement extends beyond the County’s current fiscal year, this Agreement is conditioned upon and subject to appropriation and availability of funds for that part of the term of this Agreement that extends beyond the County’s current fiscal year.

5. The Contractor certifies that this Agreement has been duly authorized and approved by all required organizational action of the Contractor.

6. The person executing this Agreement on behalf of the Contractor certifies that he or she has the legal and organizational authority to do so.

IN WITNESS THEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

ATTEST: ANNE ARUNDEL COUNTY, MARYLAND

Witness Signature By: Mark D. Hartzell Date
Title: Chief Administrative Officer

CONTRACTOR NAME

Witness Signature By: Date
Title:

Approved.

Purchasing Agent Date

APPROVED FOR FORM AND LEGAL SUFFICIENCY

NANCY McCUTCHAN DUDEN, COUNTY ATTORNEY

By: _____
Date