

**CITY OF SANTA ANA COMMUNITY DEVELOPMENT  
REQUEST FOR PROPOSALS**

PROPOSAL & CONTRACT AGREEMENT

COMMITMENT TO ENTER INTO MEMORANDUM OF UNDERSTANDING  
WITH THE SANTA ANA WORK CENTER

Proposer understands and agrees that he/she will be required to enter into a Memorandum of Understanding (MOU) with the Santa Ana Work Center to coordinate services. The purpose of the MOU is to establish a cooperative working relationship between the parties in order to provide program beneficiaries with information about Work Center opportunities to find better jobs and careers. The MOU serves to establish the framework for providing services to employees, job seekers and others needing workforce services. The goal is to ensure that all program beneficiaries have been provided an opportunity to connect with the Work Center and be assisted with the tools and knowledge necessary to enter the workforce or obtain a higher-paying job. The Santa Ana WORK Center is available to connect program beneficiaries to a full range of no-cost services, resources and opportunities to help:

- Build the skills employers want most
- Access training programs that lead to employment
- Find the jobs and employers who are hiring
- Qualify for benefits
- Get the support you need to succeed in your job search

Proposers are encouraged to contact the Santa Ana Work Center to learn more about their programs and services and the terms and conditions of the MOU.

Proposer further agrees that upon delivery of the accepted agreement he/she will furnish City the MOU within ten (10) days (excluding Saturdays, Sundays and City's legal holidays). A template for the MOU will be provided promptly to the proposer after the announcement of an award.

All terms contained in the Memorandum of Understanding are to be incorporated by reference into this Agreement and are made specifically as part of this RFP.

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FIRM

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SIGNED AND PRINTED NAME

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TITLE

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DATE