



MEMORANDUM OF UNDERSTANDING BETWEEN ALLAN HANCOCK JOINT COMMUNITY COLLEGE AND CITY OF LOMPOC

This document is the Instructional Services Agreement between Allan Hancock Joint Community College District, (hereinafter referred to as COLLEGE) and the City of Lompoc, (hereinafter referred to as ORGANIZATION) covering the period from August 1, 2024, to June 30, 2026.

COLLEGE and ORGANIZATION confirms that:

In partnership, the College and Organization agree to place part time Allan Hancock College Corps Fellows (interested K-12 education) within divisions including by not limited to: Community Development Department, Public Information Division, the Building/Code Enforcement Division, and the Parks & Recreation Division. The purpose of these assignments is to provide tutoring, climate research, climate education, food education, and general support.

The ORGANIZATION will provide a supervisor and a location/office area for the fellow to report to. The ORGANIZATION supervisor, in collaboration with the site administrator, will determine specific job duties to accommodate the Fellows work schedule (a minimum of 12 hours per week). The ORGANIZATION will decide how to best utilize the assigned Fellows.

College Corps Staff will screen and partially train Fellows for their Organization assignment. College Corps Staff will also be available to meet with the ORGANIZATION supervisor or school designee whenever necessary. The role of the College Corps Staff is to fully support the ORGANIZATION and the Fellow to ensure successful work experience placements.

This MOU may be terminated by either party upon thirty (30) days prior written notice to the other party.

During the period of this MOU, COLLEGE and ORGANIZATION shall each maintain appropriate insurance or an equivalent program of self-insurance for purposes of General Liability, Automobile Liability, and Workers' Compensation.

COLLEGE, ORGANIZATION, and the Fellows have a relationship based entirely on, and defined by,

this MOU and no partnership, joint venture, agency, fiduciary or employment relationship is intended or created by reason of this MOU. In the performance of this MOU, each party's employees, subcontractors, and agents, and the fellows, shall act in an independent capacity and not as officers or employees of any party. The parties acknowledge and agree that the other parties have no obligation to pay or withhold state or federal taxes or to provide workers' compensation or unemployment insurance to that party, or to its employees, subcontractors, or agents, or to the fellows.

COLLEGE and ORGANIZATION shall each defend, indemnify, and hold the other, their officers, employees, and agents harmless from and against any and all liability, loss, expense (including attorneys fees), or claims for injury or damages arising out of the performance of this MOU or the actions or conduct of any fellow, but only in proportion to and to the extent such liability, loss, expense, attorneys fees, or claims for injury or damage are caused by or result from the negligence or omissions of the indemnifying party, its officers, employees, or agents. For purposes of this indemnification paragraph, the negligence or omissions of any fellow shall constitute negligence or omissions of COLLEGE.

AGREED TO BY:
ALLAN HANCOCK JOINT
COMMUNITY COLLEGE DISTRICT

AGREED TO BY:
CITY OF LOMPOC

Date: _____

Date: _____

Dennis Curran
Associate Superintendent/Vice President
Finance and Administration

Dean Albro
City Manager

