

**COUNTY OF MONTGOMERY
STANDARD CONTRACT**

Contract Number: 15-17

This contract entered into this 5th day of October, 2015, by Burton Consulting hereinafter called the "Contractor" and the County of Montgomery, called the "County".

WITNESSETH that the Contractor and the County, in consideration of mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF SERVICES: The Contractor shall provide the following services to the County:

- Conduct a preliminary assessment of the proposed activities of the Prices Fork Local Food Initiative Project, using appropriate assessment tools to determine market demand and financial feasibility;
- Research financing options (including grants, loans and equity options);
- Propose a written plan for project governance and ownership;
- Develop a detailed business plan that will include proposed operating costs and a 5-year pro forma;
- Inform design options that best match the project goals and funding availability;
- Identify potential leasing businesses; and
- Incorporate all findings and plans into the preparation of a construction grant application to the Appalachian Regional Commission and/or other potentially identified sources.

CONTRACT PERIOD: The initial contract period is October 5, 2015 through July 5, 2016.

COMPENSATION AND METHOD OF PAYMENT: The Contractor shall submit monthly invoices documenting activities completed and shall be paid in accordance with the attached Project Action Plan Budget, not to exceed \$13,000. Payment will be issued upon review and approval of the invoice.

CONTRACT DOCUMENTS: The Contract Documents shall consist of signed Contract, the statement of need, general terms and conditions, special terms and conditions, specifications, and other data contained in this Request For Proposal Number 15-17, dated May 1, 2015, together with all written modifications thereof, and the proposal submitted by the Contractor dated May 20, 2015, and "Attachment to All Non-Construction Contracts" provided by DHCD, all of which contract documents are incorporated herein.

In **WITNESS WHEREOF**, the parties have caused this Contract to be duly executed intending to be bound thereby.

CONTRACTOR:

By: _____

Mike Burton

Title: Principal

COUNTY OF MONTGOMERY:

By: _____

F. Craig Meadows

Title: County Administrator

*APPROVED AS TO FORM
and legal sufficiency
Mark McNeil
County Administrator*