

**MEMORANDUM OF UNDERSTANDING AND AGREEMENT**  
**SOUTHSIDE PARK ATHLETIC FIELD RENOVATION PROJECT**  
**ENGINEERING ANALYSIS**

THIS MEMORANDUM OF UNDERSTANDING AND AGREEMENT made and entered into on the \_\_\_\_\_ day of September 2018, by and between Vienna Little League, Inc. (“VLL”) and the Town of Vienna, Virginia, (“Town”).

WITNESSETH:

THAT the first party for the consideration hereinafter fully set out, hereby agrees with the second party as follows:

1. VLL, in order to facilitate and sponsor the renovation and improvements (“Project”) to the existing athletic fields (“Southside Park”) located at the Southside Park 1317 Ross Drive, SW, Vienna, Vienna, hereby agrees to donate funds sufficient to perform preliminary engineering and site plan analysis as more particularly described and provided in, Attachment A (“Engineering Analysis”). The estimated cost of said Engineering Analysis is \$49,450. The scope of the Engineering Analysis is understood to include the feasibility and estimated total costs for renovation and expansion of the existing fields and fencing to accommodate two (2) new multipurpose fields, add artificial turf and lights.
2. The Town will not be obligated to directly contribute any funds to complete the Engineering Analysis, but agrees to provide necessary contract and site management to complete the Engineering Analysis.

3. VLL agrees to fund the Engineering Analysis costs and the Town will hold VLL project funds in a dedicated project account and draw down as needed to make contractor payments.
4. All contractors for any work on the project will be reviewed and approved by the Town in accordance with normal Town procurement procedures.
5. The parties anticipate the Engineering Analysis will be completed by \_\_\_\_\_ and will take all reasonable efforts to complete the Engineering Analysis in a timely manner.

IN WITNESS WHEREOF: the parties hereto have executed this Memorandum of Understanding and Agreement on the day and date first above written.

VIENNA LITTLE LEAGUE, INC.:

By: \_\_\_\_\_  
Authorized representative of Vienna Little League, Inc.  
William Cervenak, Chairman of the Board

TOWN OF VIENNA, VIRGINIA:

By: \_\_\_\_\_  
Mayor Laurie A. DiRocco, Town of Vienna