

Memorandum of Understanding (MOU)

The Town of Irvington and Friends of the Rappahannock

January 1st 2025 - December 31st 2025

This Memorandum of Understanding and Agreement sets forth the terms and conditions between the Town of Irvington and Friends of the Rappahannock (FOR) relating to the design, planning, and implementation of a tree planting landscape project at the Irvington Town Commons, herein referred to as "Project". Funding for the Project comes from grants awarded to the Rappahannock River Roundtable from the Virginia Department of Environmental Quality (DEQ) and the National Fish and Wildlife Foundation (NFWF). These funds are pass through funds from the United States Environmental Protection Agency (EPA) using bipartisan infrastructure and jobs act (BIL) and other federal Chesapeake Bay Program funding. FOR is a Subrecipient of said federal grant funds and primary grant administrator, with the Town of Irvington as Project partner.

A total of \$50,000 is available to support the eligible costs associated with this project.

The Town of Irvington and FOR will work together in partnership throughout the entire project.

Roles and responsibilities for each organization listed below.

Under this agreement FOR agrees to:

- FOR will contract Four Winds Design, LLC to create a formal planting plan for Irvington Town Commons and inform final species selections, review plans on site either before presentation to council or as a preconstruction meeting with fully developed and approved plans, inform on maintenance needs, and solicit bids for a contractor to implement and maintain the Project.
- FOR will work with Four Winds Design, LLC and approved contractors to obtain any required permits and permissions.
- FOR will pay for all eligible project costs related to the design, materials, and installation of the tree planting Project. The contract will include one year of maintenance to include watering.
- FOR will share all planting and maintenance plans created by Four Winds Design, LLC with the Town of Irvington to review and approve.

- FOR will oversee Project implementation. FOR and Four Winds Design, LLC has the right to refuse insufficient planting material on the planting date.
- FOR will designate a point of contact for the Town, who will be available as needed for consultation regarding any issues related to the Project.

Under this agreement the Town of Irvington agrees to:

- The Town of Irvington will review, edit, and approve a formal planting plan for Irvington Town Commons in a timely manner sufficient to allow project installation in April 2025.
- The Town of Irvington will coordinate with FOR, Four Winds Design, LLC, and any approved contractors, to ensure all permissions and approvals to successfully install the Project.
- The Town of Irvington will designate a point of contact for FOR and Four Winds Design to communicate with throughout the duration of the project.
- The Town of Irvington will enter into a maintenance agreement with FOR to ensure the health and success of the project for a minimum of ten years. This is a requirement of the Virginia Department of Environmental Quality (DEQ)

The terms of this MOU can be updated, amended, extended, or terminated at any time through written agreement from both parties.

We agree to the terms, conditions, and deliverables outlined in this MOU and authorize the applicable work to begin.

The Town of Irvington Representative

Date

FOR Representative

Date
