

**AMENDED: MARION SENIOR SERVICES, INC.
EMERGENCY HOME ENERGY ASSISTANCE PROGRAM, LOW-INCOME HOME
ENERGY ASSISTANCE PROGRAM, and LOW-INCOME HOUSEHOLD WATER
ASSISTANCE PROGRAM
VENDOR PAYMENT AGREEMENT WITH
CITY OF OCALA MUNICIPAL SERVICES
201 SE 3RD ST, OCALA, FL 34471
(352) 629-2489
FAX: (352) 629-1381
EMAIL: OEU@ocalafl.gov**

The undersigned home energy and water supplier hereby agrees to the following conditions to receive vendor payments from the Emergency Home Energy Assistance Program (EHEAP), Low-Income Home Energy Assistance Program (LIHEAP), or Low-Income Household Water Assistance Program (LIHWAP):

1. This agreement will begin on **February 1, 2020**, and will end on **January 31, 2025**. The agreement will be reviewed/renewed no later than **January 31, 2025**.
2. The Recipient (Marion Senior Services, Inc; MSS) agrees to provide the Vendor (City of Ocala Municipal Services; CITY) with a list of names and contact information for all agency personnel authorized to commit EHEAP, LIHEAP, or LIHWAP funds. The Vendor will only accept payment commitment from authorized Recipient personnel. Changes {additions/deletions} to the authorized personnel list must be approved in writing by an authorized Recipient representative.
3. The Vendor agrees to provide the Recipient with a list of names and contact information of all Vendor representatives authorized to resolve the energy or water crisis.
4. The Recipient agrees to provide energy or water payments through the mail directly to the Vendor on behalf of the EHEAP, LIHEAP, or LIHWAP eligible customer in the form of a physical check within the time frame specified in paragraph 11.
5. The Vendor assures that no household receiving EHEAP, LIHEAP, or LIHWAP assistance will be treated adversely because of such assistance under applicable provisions of state law or public regulatory requirements.
6. The Vendor assures that eligible households on whose behalf an EHEAP, LIHEAP, or LIHWAP vendor payment is received, either the cost of goods supplied, or the services provided, will not be discriminated against.
7. The Vendor understands that only energy or water related elements of a utility bill to be paid with EHEAP, LIHEAP, or LIHWAP funds. No protection or repair plans, or equipment rental fees and associated taxes may be paid. The Vendor is aware that such charges are the responsibility of the customer.

8. The Vendor understands that only direct costs of energy or water related elements of a utility bill are allowed. No charges that result from illegal activities such as bad checks or meter tampering will be paid with EHEAP, LIHEAP, or LIHWAP funds. The Vendor is aware that such charges are the responsibility of the customer.
9. The Vendor understands that when the EHEAP, LIHEAP, or LIHWAP benefit amount does not pay for the complete charges owed by the customer, that the customer is responsible for the remaining balance owed.
10. The Vendor agrees to assist the Recipient in verifying the EHEAP, LIHEAP, or LIHWAP customer's account information and to make timely commitments to resolve any crisis. Subject to the Vendor's privacy requirements, the Vendor agrees to provide the Recipient with the following detailed customer account information: (1) current amount owed, (2) due date/disconnect dates, and (3) amount necessary to resolve the crisis.
11. The Recipient agrees to provide payment to the Vendor within 45 days from the date of the Recipient's promise to pay.
12. This Vendor Agreement will be signed by Recipient and Vendor management with authority to enter such commitments.
13. If an EHEAP, LIHEAP, or LIHWAP payment to the Vendor cannot be applied to a customer's account, the funds will be returned to the Recipient or with the Recipient's approval applied to another eligible customer's account.
14. The Vendor, except for municipal providers, must be in "active" status with the State of Florida: <http://sunbiz.org/search.html>. The Vendor's name must be checked on SAMS at <https://www.sam.gov>. The Recipient agrees to maintain documentation of verification that the business name of the Vendor on this agreement is the same as the legal business name on the State of Florida EPLS website.
15. By signing this agreement, Recipient agrees to provide to the Vendor any personal data release waiver pertaining to a relevant client, to be inspected by the Vendor upon request.
16. Furthermore, upon inspection of the client's data release waiver, Vendor will agree to the validity of the Recipient's authority to collect any additional requested data from the Vendor to be used by DEO and/or the Recipient solely for the purpose of assessing the need for benefits under the Emergency Home Energy Assistance Program (EHEAP), Low-Income Home Energy Assistance Program (LIHEAP), or Low-Income Household Water Assistance Program (LIHWAP).
17. The Recipient assures that the quarterly revenue funds received from the Vendor's Neighbors Who Care Program, will be used for EHEAP, LIHEAP, or LIHWAP assistance only to customers that receive energy or water service from the Vendor.
18. The Recipient agrees to provide a yearly reconciliation document to the Vendor that includes names, addresses, and account numbers of the customers who benefited from the Vendor's Neighbors Who Care Program funds.

Certificate Of Completion

Envelope Id: 748A160332D3462987A5F8B9E98CFA22

Status: Completed

Subject: SIGNATURE: Amended Emergency Home Assistance Program - Marion Senior Services (CSO/18-004)

Source Envelope:

Document Pages: 3

Certificate Pages: 5

AutoNav: Enabled

EnvelopeId Stamping: Enabled

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Signatures: 2

Initials: 0

Envelope Originator:

Patricia Lewis

110 SE Watula Avenue

City Hall, Third Floor

Ocala, FL 34471

plewis@ocalafl.org

IP Address: 216.255.240.104

Record Tracking

Status: Original

6/3/2024 11:43:12 AM

Security Appliance Status: Connected

Storage Appliance Status: Connected

Holder: Patricia Lewis

plewis@ocalafl.org

Pool: StateLocal

Pool: City of Ocala - Procurement & Contracting

Location: DocuSign

Location: DocuSign

Signer Events

William E. Sexton

wsexton@ocalafl.org

City Attorney

City of Ocala

Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:
William E. Sexton
B07DCFC4E86E429...

Signature Adoption: Pre-selected Style

Using IP Address: 216.255.240.104

Timestamp

Sent: 6/3/2024 11:44:54 AM

Viewed: 6/6/2024 11:03:15 AM

Signed: 6/6/2024 11:04:08 AM

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Janice Mitchell

jmitchell@ocalafl.org

CFO

City of Ocala

Security Level: Email, Account Authentication (None)

DocuSigned by:
Janice Mitchell
55198B43858A4E1...

Signature Adoption: Pre-selected Style

Using IP Address: 216.255.240.104

Sent: 6/6/2024 11:04:09 AM

Viewed: 6/6/2024 11:14:50 AM

Signed: 6/6/2024 11:19:32 AM

Electronic Record and Signature Disclosure:
Accepted: 6/6/2024 11:14:50 AM
ID: 543034a8-c56d-4687-bdeb-c59242e5f572

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Summary Events

Status

Timestamps

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| Envelope Sent | Hashed/Encrypted | 6/3/2024 11:44:54 AM |
| Certified Delivered | Security Checked | 6/6/2024 11:14:50 AM |
| Signing Complete | Security Checked | 6/6/2024 11:19:32 AM |
| Completed | Security Checked | 6/6/2024 11:19:32 AM |

Payment Events

Status

Timestamps

Electronic Record and Signature Disclosure

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To contact us by email send messages to: contracts@ocalafl.org

To advise City of Ocala - Procurement & Contracting of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at contracts@ocalafl.org and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

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- ii. send us an email to contracts@ocalafl.org and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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Certificate Of Completion

Envelope Id: AEB5FC8A9A414B62A620ACC38257AEF4

Status: Completed

Subject: SIGNATURE: Amended Emergency Home Assistance Program - Marion Senior Services (CSO/18-004)

Source Envelope:

Document Pages: 8

Signatures: 1

Envelope Originator:

Certificate Pages: 4

Initials: 0

Patricia Lewis

AutoNav: Enabled

110 SE Watula Avenue

Envelope Stamping: Enabled

City Hall, Third Floor

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Ocala, FL 34471

plewis@ocalafl.org

IP Address: 216.255.240.104

Record Tracking

Status: Original

Holder: Patricia Lewis

Location: DocuSign

6/10/2024 2:21:38 PM

plewis@ocalafl.org

Security Appliance Status: Connected

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Pool: City of Ocala - Procurement & Contracting

Location: DocuSign

Signer Events

Jennifer Martinez

jmartinez@marionseniorservices.org

Executive Director

Security Level: Email, Account Authentication (None)

Signature



Signature Adoption: Drawn on Device

Using IP Address: 67.231.53.230

Timestamp

Sent: 6/10/2024 2:24:57 PM

Viewed: 6/15/2024 10:09:26 AM

Signed: 6/25/2024 8:54:09 AM

Electronic Record and Signature Disclosure:

Accepted: 6/15/2024 10:09:26 AM

ID: 720fbb2c-0809-484d-acec-981e990ab78a

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent

Hashed/Encrypted

6/10/2024 2:24:57 PM

Certified Delivered

Security Checked

6/15/2024 10:09:26 AM

Signing Complete

Security Checked

6/25/2024 8:54:09 AM

Completed

Security Checked

6/25/2024 8:54:09 AM

Payment Events

Status

Timestamps

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