

# AMENDMENT TO CONTRACT

# 1

The County of San Benito ("COUNTY") and Stericycle Environmental Solutions, Inc. ("CONTRACTOR") enter into this agreement on the date stated next to the signatures below. In consideration of the mutual promises set forth herein, the parties agree as follows:

## 1. Existing Contract.

### a. Initial Contract.

COUNTY and CONTRACTOR acknowledge that the parties entered into a contract, dated October 6, 2015.

### b. Prior Amendments. (Check one.)

The initial contract previously has not been amended.

The initial contract previously has been amended. The date(s) of prior amendments are as follows: \_\_\_\_\_

### c. Incorporation of Original Contract.

The initial contract and any prior amendments to the initial contract (hereafter collectively referred to as the "original contract") are attached to this amendment as Exhibit 1 and made a part of this amended contract.

## 2. Purpose of this Amendment.

The purpose of this amendment is to change the agreement between the parties in the following particulars:

### a. Term of the Contract. (Check one.)

The term of the original contract is not modified.

The term of the original contract (Exhibit 1) is extended from the current expiration date of June 30, 2018, to a new expiration date of June 30, 2021.

### b. Scope of Services. (Check one.)

The services specified in the original contract (Exhibit 1) are not modified.

The services specified in the original contract (Exhibit 1) are modified as specified below: (Check one.)

The services specified in the original contract are modified only as specified below:

#### Modified or New Scope of Services:

The services specified in the original contract are deleted in their entirety and replaced with the following services:

#### New Scope of Services:

(Insert new services.)

c. **Payment Terms.** (Check one.)

The payment terms in the original contract (Exhibit 1) are not modified.

The payment terms in the original contract (Exhibit 1) are modified as specified below: (Check one.)

The payment terms are modified only as specified below:

**Modified or New Payment Terms:**

(Insert modified or new payment terms.)

**Paragraph B-3 (Compensation) of Attachment B (Payment Schedule) to the original contract (Exhibit 1) is hereby modified to add additional compensation in the amount not to exceed \$281,875.00 for the additional services to be provided under this Amendment #1. Paragraph B-3, as modified, shall read as follows:**

**B-3. COMPENSATION**

COUNTY shall pay to CONTRACTOR: (Check one.)

a total lump sum payment of \$ \_\_\_\_\_, or

a total sum not to exceed \$ 556,875.00,  
comprised of the following:

- original contract: \$275,000.00
- 1<sup>st</sup> Amendment: \$281,875.00

for services rendered pursuant to the terms and conditions of the original contract (Exhibit 1) and this amendment, and pursuant to any special compensation terms specified in paragraph B-4.

**Paragraph B-4 (Special Compensation) of Attachment B (Payment Schedule) to the original contract (Exhibit 1) is hereby modified to update the fee schedules as follows:**

**Labor:**

<b>Unit/Size</b>	<b>Unit Description</b>	<b>Price Per Unit</b>
Labor	Site Supervisor/ Chemist	\$45.00
Labor	Technician	\$38.00
Labor	Technician	\$38.00
Labor	Technician	\$38.00
Labor	Technician	\$38.00
Labor	Technician	\$38.00
Travel Time (estimated time 4 hours round trip from Benicia, CA)	PM and 3 Techs	\$30.00
Per Diem (If Needed)	All Staff	\$125.00

**Supplies:**

<b>Unit/Size</b>	<b>Unit Description</b>	<b>Price Per Unit</b>
Cubic Yard Box UN11G	Cubic Yard Fiberboard Box w/pallet	\$62.00
Cubic Yard Box Non UN Rated	Cubic Yard Fiberboard Box w/pallet	\$40.00
Fluorescent Light Tube Containers	4 Foot	\$12.00
	8 Foot	\$15.00
Fluorescent Light Box	CFL BOX	\$6.00
Fluorescent Light Cylinder	4 Foot	\$67.00
Fluorescent Light Cylinder	8 Foot	\$54.00
55 Gallon UN1A2	Steel Open Top	\$35.00
55 Gallon UN1A1	Steel Bung Top	\$35.00
85 Gallon UN1H2	Steel Open Top	\$129.00
55 Gallon UN1H1	Poly Bung Top	\$36.00
30 Gallon UN1H1	Poly Bung Top	\$33.00
30 Gallon UN1H2	Poly Open Top	\$39.00
15 Gallon UN1H2	Poly Open Top	\$37.00
30 Gallon UN1A2	Steel Open Top	\$32.00
5 Gallon UN1H2	Poly Open Top	\$10.00
5 Gallon UN1H2	Metal Open Top	\$14.00
2 1/2 Gallon UN1H2	Poly Open Top	\$7.00
Diasorb/33.3 pound bag	Absorbent	\$10.00
White spill Pads	Oil	\$55.00
Vermiculate	Verm	\$19.00
Nitrile Gloves	Tight Fitting	\$15.00
PH Test Strips	Per Pak	\$19.00
Oxidizer Strips	Per Pak	\$5.00
Tyvek	All Sizes General Use (Each)	\$5.00
Poly Tyvek	All Sizes Bulking (Each)	\$8.00
Visqueen	6mil thick 20x100	\$80.00
Drum Liners	90 per roll	\$59.00
Duct Tape 2"	per roll	\$5.00
Duct Tape 4"	per roll	\$12.00
Dumpster Liners	40 yard dumpster	\$36.00
Tubskid Liners	45 per roll	\$98.00

### Disposal Rates:

Manifested Wastes	Waste Category	Mgmt Method	Pkg	Method Shipped	Unit Cost
Flammable and poison	Flammable Solids	INC	LP	55 gal	\$238.00
	Bulked Flammable Liquids	FB	BU	55 gal	\$127.00
	Paint Related Materials	FB	LO	55 gal	\$153.00
	Paint Related Materials	FB	LO	CYB	\$459.00
	Poison Liquid & Solid	INC	LP	55 gal	\$232.00
	Poison Solid	INC	LP	CYB	\$670.00
	Reactive	INC	LP	55 gal	\$155.00
Acid	Inorganic/Organic Acid	TR	LP	55 gal	\$206.00
Bases	Inorganic/Organic Bases	TR	LP	55 gal	\$206.00
Oxidizer	Neutral Oxidizers	TR	LP	55 gal	\$386.00
	Oxidizing Acid/Base	TR	LP	55 gal	\$386.00
PCB	PCB – containing paint	INC	BU	55 gal	\$855.00
	PCB – Light Ballasts	INC	BU	5 gal	\$256.00
Reclaimable	Antifreeze	RC	BU	55 gal	\$106.00
	Latex Paint (non-recyclable)	RC	BU	55 gal	\$144.00
	Latex Paint (recycle)	RC	LO	CYB	\$361.00
	Motor Oil/ Oil Products	RC	BU	55 gal	\$95.00
	Used Oil Filters	RC	LO	55 gal	\$95.00
Asbestos	Asbestos	LF	LP	55 gal	\$124.00
	Fluorescent Lamps	RC	LO	FT	\$0.15
	Fluorescent Lamps (CFL/U-Shape Tubes)	RC	LO	ea.	\$1.29
	Fluorescent HID Lamps	RC	LO	ea.	\$1.55
	Household Batteries Alkaline	RC	LO	lb	\$0.93
	NiCad Batteries/Lithium	RC	LO	lb	\$0.41
	Sealed Lead Acid Batteries	RC	LO	lb	\$0.41
	Auto Batteries	RC	LO	lb	\$0.00
Aerosols	Flammable/ Poison Aerosols	FB	LO	CYB	\$592.00
	Flammable/ Poison Aerosols	FB	LO	55 gal	\$232.00
Other	Class 9	LF	LO	55 gal	\$165.00
	Mercury	RC	LP	55 gal	\$232.00
	Non RCRA Solids	LF	LO	55 gal	\$283.00
	Non RCRA Liquids	ST	BU	55 gal	\$180.00
	Empty Drums	RC	LO	EA	\$36.00
	Propane Gas Cylinders (1 Liter)	RC	LO	EA	\$1.00
	Propane Gas Cylinders (5 gal)	RC	LO	EA	\$15.00
	Fire Extinguishers	RC	LO	EA	\$10.00
	Sharps (Medical Waste)	LF	LO	EA	\$150.00

LP = Lab pack    LO = Loose pack    BU = Bulk pack

All other provisions of Attachment B to the original contract shall remain the same.

- The payment terms are deleted in their entirety and replaced with the following payment terms:

**New Payment Terms:**

**B-1. BILLING**

Charges for services rendered pursuant to the terms and conditions of this contract shall be invoiced on the following basis: (Check one.)

- One month in arrears.  
 Upon the complete performance of the services specified in the original agreement (Exhibit 1) and this amendment.  
 The basis specified in paragraph B-4.

**B-2. PAYMENT**

Payment shall be made by COUNTY to CONTRACTOR at the address specified in paragraph 8 of the original contract, net thirty (30) days from the invoice date.

**B-3. COMPENSATION**

COUNTY shall pay to CONTRACTOR: (Check one.)

- a total lump sum payment of \$ \_\_\_\_\_, or  
 a total sum not to exceed \$ \_\_\_\_\_,

for services rendered pursuant to the terms and conditions of the original contract (Exhibit 1) and this amendment, and pursuant to any special compensation terms specified in paragraph B-4.

**B-4. SPECIAL COMPENSATION TERMS: (Check one.)**

- There are no additional terms of compensation.  
 The following specific terms of compensation shall apply:  
(Specify)

**d. Other Terms. (Check one.)**

- There are no other terms of the original contract that are modified.  
 Other terms of the original contract are modified only as specified below:

**Other Modified or New Terms:**  
(Insert other modified or new terms.)

**3. Other Terms.**

All other terms and conditions of the original contract (Exhibit 1) which are not changed by this amendment shall remain the same.

**CONTRACTOR**

Mark Scott VP Sales  
Name/Title: Carrick Boshart / Managing Principal

5/25/2018  
Date

**COUNTY**

San Benito County Board of Supervisors

Anthony Botelho, Chair

          
Date

**APPROVED AS TO LEGAL FORM:**

San Benito County Counsel's Office

Shirley L. Murphy  
By: Shirley L. Murphy, Deputy County Counsel

June 4, 2018  
Date

**EXHIBIT 1**  
**TO AMENDMENT # 1**

**ORIGINAL**  
**CONTRACT**

(Please attach the initial contract and any prior amendments, from the most recent to the initial contract, in reverse chronological order.)



## C O N T R A C T

The COUNTY OF SAN BENITO ("COUNTY") and Stericycle Environmental Solutions, Inc  
"CONTRACTOR") enter into this contract which shall be effective on the date stated in Paragraph 1.

**1. Duration of Contract.**

This contract shall commence on October 6, 2015, and end on June 30, 2018; or unless sooner terminated as specified herein. The COUNTY shall have an option to extend this contract for a fourth (4) year upon the same terms and conditions, pending the appropriate competitive bidding process as per San Benito County Code.

**2. Scope of Services.**

CONTRACTOR, for COUNTY's benefit shall perform the services specified on Attachment A to this contract. Attachment A is made a part of this contract.

**3. Compensation for Services.**

In consideration for CONTRACTOR's performance, COUNTY shall pay compensation to CONTRACTOR according to the terms specified in Attachment B. Attachment B is made a part of this contract.

**4. General Terms and Conditions.**

The rights and duties of the parties to this contract are governed by the general terms and conditions mutually agreed to and listed in Attachment C. Attachment C is made a part of this contract.

**5. Insurance Limits.**

CONTRACTOR shall maintain the following insurance policy limits of coverage consistent with the further insurance requirements specified in Attachment C.

- (a) Comprehensive general liability insurance: \$1 million per occurrence/\$2 million aggregate
- (b) Professional liability insurance: \$1 million per claim/aggregate
- (c) Comprehensive motor vehicle liability insurance: \$100,000/300,000

**6. Termination.**

The number of days of advance written notice required for termination of this contract is 90 days.

**7. Specific Terms and Conditions (check one)**

- There are no additional provisions to this contract.
- The rights and duties of the parties to this contract are additionally governed by the specific, additional terms mutually agreed to and listed in Attachment D. Attachment D is made a part of this contract.
- The rights and duties of the parties to this contract are additionally governed by the specific, additional terms mutually agreed to and listed in Attachment E. Attachment E is made a part of this contract.

**8. Information about Contract Administrators.**

The following names, titles, addresses, and telephone numbers are the pertinent information for the respective contract administrators for the parties.

Contract Administrator for COUNTY:	Contract Administrator for CONTRACTOR:
Name: Michael Hodges	Name: Leslie Fisher
Title: Staff Analyst	Title: Account Manager
Address: 2301 Technology Parkway Hollister, CA 95023	Address: 11855 White Rock Road Rancho Cordova, CA 95742
Phone: (831) 636-4170 x268	Phone: (925) 350-1559
Email: mhodges@cosb.us	Email: leslie.fischer@stericycle.com

**SIGNATURES**

APPROVED BY COUNTY:




Name: Margie Barrios

Title: Chair, Board of Supervisors

Date: 10/6/15

APPROVED BY CONTRACTOR:



Name: Melinda Rath

Title: Vice President of Sales

Date: 10/16/15

**APPROVED AS TO LEGAL FORM:**

San Benito County Counsel's Office



By: Shirley L. Murphy, Deputy County Counsel

Date: Oct. 1, 2015

**ATTACHMENT A**  
**Scope of Services**  
**C153820013**

The CONTRACTOR shall provide the following Hazardous Waste Management Services for the COUNTY'S benefit:

1. Manifest, load and transport all conforming hazardous materials collected at the permanent household hazardous waste collection facility ("PHHWCF"), including loadcheck, abandoned, agency and CESQG generated wastes. CONTRACTOR shall perform these services in full compliance with all applicable federal, state and local laws, rules, and regulations, including local enforcement agencies for traffic control, and orders of all regulatory agencies;
2. Upon COUNTY'S request, provide one-day (8 hours) of training annually to review all of the above information and prepare the facility workers for the changes in waste packaging and sorting that will occur under this new contract; and provide one-day (8 hours) of Hazwoper annual refresher training not to exceed twelve (12) attendees or \$2,500 per year to be provided by First On Compliance (P.O. Box 1174, Los Banos , CA 93635, (209) 826-5103; attendees above the allowed number will be at the COUNTY'S expense;
3. Provide one trained, qualified and dedicated Project Manager to the program for technical assistance and support as well as all routine operational tasks;
4. Provide one trained, qualified and dedicated Chemist to the program for waste classification and segregation;
5. Provide one dedicated, qualified Customer Service Representative to the program for all contractual and waste tracking tasks;
6. Provide waste shipment approval, scheduling and transportation services wherein a 10 business day advance notice by COUNTY will trigger such approvals, scheduling of transportation and shipment of wastes to a treatment facility;
7. Select the appropriate treatment, recycling, storage and disposal sites for all hazardous materials collected from the facility. The sites shall be fully permitted. CONTRACTOR shall be responsible for providing transportation of all materials collected to the appropriate facility and from that facility to any secondary management facilities as required;
8. Provide COUNTY with the following items no later than thirty (30) days after each collection :
  - a) Copies of all manifests, original copy to be left at the PHHWCF the day of delivery;

- b) Written description, quantity and U.S. DOT classification of each type of material handled, outlined at an event report, which also includes number of participants, suggestions for improvements, and discussion of any outstanding issues;
  - e) Written description of modes of transportation and management methods used for all Household Hazardous Waste;
  - d) Invoices for payment along with an itemized list of costs for the services rendered;
  - e) Completed CIWMB Form 303 on per shipment and annual basis;
8. Assist the COUNTY in preparing emergency response and operations plans for the facility;
  9. Provide the COUNTY with information regarding shared training opportunities for PHHWCF staff;
  10. The Project Manager, or equally qualified staff member, will be on-site at the PHHWCF to assist and oversee proper hazardous waste packaging and shipments;
  11. Assist the COUNTY with on-call services for other hazardous waste related events, such as but not limited to, pharmaceutical, sharps, or electronics collection;
  12. Collect public agency hazardous waste as requested from sites other than the PHHWCF;
  13. Express authorization to establish all San Benito County paint collection locations as part of the architectural paint recovery program codified by Public Resources Code 48700 and administered by Paint Care. As part of establishing the paint collection locations, CONTRACTOR is further authorized to enter into an agreement with Paint Care for the "program products" collected by the San Benito County Integrated Waste Management Regional Agency Household Hazardous Waste Collection Program. "Program products" are defined in Exhibit I attached hereto and incorporated herein by this reference.

END OF ATTACHMENT A

**ATTACHMENT B  
Payment Schedule**

**B-1. BILLING**

Charges for services rendered pursuant to the terms and conditions of this contract shall be invoiced on the following basis: (check one)

- One month in arrears.
- Upon the complete performance of the services specified in Attachment
- The basis specified in paragraph B-4.

**B-2. PAYMENT**

Payment shall be made by COUNTY to CONTRACTOR at the address specified in paragraph 8 of this contract, net thirty (30) days from the invoice date.

**B-3. COMPENSATION**

COUNTY shall pay to CONTRACTOR: (check one)

- a total lump sum payment of \$ \_\_\_\_\_, or
- a total sum not to exceed \$275,000.00 \_\_\_\_\_

for services rendered pursuant to the terms and conditions of this contract and pursuant to any special compensation terms specified in this attachment, Attachment B.

**B-4. SPECIAL COMPENSATION TERMS: (check one)**

- There are no additional terms of compensation.
- The following specific terms of compensation shall apply: (Specify)

Services and material supplies to be charged in accordance with Exhibit 1 based on the rates in Exhibit 2. Exhibit 1 and 2 are made part of this contract.

**END OF ATTACHMENT B.**

Exhibit 1

Acceptable and Unacceptable Containers

Acceptable

- The container must be labeled as containing one of the designated Program Products listed below
- The container must be in good condition and not leaking
- The container must be 5 gallons in size or smaller

Unacceptable

- The container is leaking or has no lid
- The container is larger than 5 gallon
- The container is empty

Program Products and Non-Program Products

Acceptable Products (Program Products)

- Interior and exterior paints: latex, acrylic, water-based, alkyd, oil-based, enamel (including textured coatings)
- Deck coatings and floor paints (including elastomeric)
- Primers, sealers, undercoaters
- Stains
- Shellacs, lacquers, varnishes, urethanes (single component)
- Waterproofing concrete/masonry/wood sealers and repellents (not tar or bitumen-based)
- Metal coatings, rust preventatives
- Field and lawn paints

Unacceptable Products (Non-Program Products)

- Paint thinner, mineral spirits, solvents
- Aerosol paints (spray cans)
- Auto and marine paints
- Art and craft paints
- Caulking compounds, epoxies, glues, adhesives
- Paint additives, colorants, tints, resins
- Wood preservatives (containing pesticides)
- Roof patch and repair
- Tar and bitumen-based products
- 2-component coatings
- Deck cleaners
- Traffic and road marking paints
- Industrial Maintenance (IM) coatings
- Original Equipment Manufacturer (OEM) (shop application) paints and finishes

Exhibit 2: C153820010

San Benito 2015 Pricing Updates

LABOR:

Unit/Size	Unit Description	Price Per Unit
Labor	Site Supervisor/ Chemist	\$41.00
Labor	Technician	\$35.00
Per Diem (If Needed)	All Staff	\$125.00

SUPPLIES:

Unit/Size	Unit Description	Price Per Unit
Cubic Yard Box UN11G	Cubic Yard Fiberboard Box w/pallet	\$62.00
Cubic Yard Box Non UN Rated	Cubic Yard Fiberboard Box w/pallet	\$36.00
Fluorescent Light Tube Containers	4 Foot	\$12.00
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Fluorescent Light Cylinder	4 Foot	\$67.00
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Vermiculate	Verm	\$19.00
Nitrile Gloves	Tight Fitting	\$15.00
PH Test Strips	Per Pak	\$19.00
Oxidizer Strips	Per Pak	\$5.00
Tyvek	All Sizes General Use (Each)	\$5.00
Poly Tyvek	All Sizes Bulking (Each)	\$8.00
Visqueen	6mil thick 20x100	\$80.00
Drum Liners	50 per roll	\$59.00
Duct Tape 2"	per roll	\$5.00
Duct Tape 4"	per roll	\$12.00
Dumpster Liners	40 yard dumpster	\$36.00
Tubskid Liners	45 per roll	\$98.00

Exhibit 2: C153820010

San Benito 2015 Pricing Updates

Manifested Wastes	Waste Category	Mgmt Method	Pkg	Method Shipped	Unit Cost
Flammable and poison	Flammable Solids	INC	LP	55 gal	\$232.00
	Bulked Flammable Liquids	FB	BU	55 gal	\$124.00
	Paint Related Materials	FB	LO	55 gal	\$149.00
	Paint Related Materials	FB	LO	CYB	\$448.00
	Poison Liquid & Solid	INC	LP	55 gal	\$232.00
	Poison Solid	INC	LP	CYB	\$670.00
	Reactive	INC	LP	55 gal	\$500.00
	Inorganic/Organic Acid	TR	LP	55 gal	\$201.00
	Inorganic/Organic Bases	TR	LP	55 gal	\$201.00
	Neutral Oxidizers	TR	LP	5 gal	\$116.00
Oxidizer	Oxidizing Acid/Base	TR	LP	55 gal	\$386.00
	PCB - containing paint	INC	BU	55 gal	\$655.00
	PCB - Light-Ballasts	INC	BU	5 gal	\$266.00
	Antifreeze	RC	BU	55 gal	\$103.00
	Latex Paint (non-recyclable)	RC	BU	55 gal	\$144.00
	Latex Paint (recycle)	RC	LO	CYB	\$361.00
	Motor Oil/ Oil Products	RC	BU	55 gal	\$93.00
	Used Oil Filters	RC	LO	5 gal	\$28.00
	Asbestos	LF	LP	55 gal	\$124.00
	Fluorescent Lamps (CFL/U-Shape Tubes)	RC	LO	ea.	\$1.29
Universal Waste	Fluorescent HID Lamps	RC	LO	ea.	\$1.55
	Fluorescent Lamps	RC	LO	FT	\$0.15
	Household Batteries Alkaline	RC	LO	lb	\$0.93
	NiCad Batteries	RC	LO	lb	\$0.41
	Sealed Lead Acid Batteries	RC	LO	lb	\$0.41
	Flammable/ Poison Aerosols	FB	LO	CYB	\$592.00
	Flammable/ Poison Aerosols	FB	LO	55 gal	\$232.00
	Class 9	LF	LO	55 gal	\$165.00
	Mercury	RC	LP	55 gal	\$232.00
	Non-RCRA Solids	LF	LO	55 gal	\$283.00
Aerosols	Non-RCRA Liquids	ST	BU	55 gal	\$160.00
	Empty Drums	RC	LO	EA	\$36.00
	Propane Gas Cylinders (1 Liter)	RC	LO	EA	\$1.00
	Propane Gas Cylinders (5 gal)	RC	LO	EA	\$15.00
	Fire Extinguishers	RC	LO	EA	\$10.00
	Sharps (Medical Waste)	LF	LO	EA	\$155.00

LP = Lab pack LO = Loose pack BU = Bulk pack



## ATTACHMENT C General Terms and Conditions

### C-1. INDEMNIFICATION.

CONTRACTOR and COUNTY each agree to indemnify, defend and save harmless the other party and the other party's officers and employees, from and against any and all claims and losses whatsoever arising out of, or in any way related to, the indemnifying party's performance under this contract, including, but not limited to, claims for property damage, personal injury, death, and any legal expenses (such as attorneys' fees, court costs, investigation costs, and experts' fees) incurred by the indemnitee in connection with such claims or losses. A party's "performance" includes the party's action or inaction and the action or inaction of that party's officers and employees.

### C-2. GENERAL INSURANCE REQUIREMENTS.

Without limiting CONTRACTOR's duty to indemnify COUNTY, CONTRACTOR shall comply with the insurance coverage requirements set forth in the contract and in this attachment. Those insurance policies mandated by Paragraph C-3 shall satisfy the following requirements:

- (a) Each policy shall be issued by a company authorized by law to transact business in the State of California.
- (b) Each policy shall provide that COUNTY shall be given notice in writing at least thirty (30) days in advance of any change, cancellation, or nonrenewal thereof.
- (c) The comprehensive motor vehicle and comprehensive general liability policies shall each provide an endorsement naming the County of San Benito and its officers, agents and employees as additional insureds.
- (d) The required coverage shall be maintained in effect throughout the term of this contract.

CONTRACTOR shall require all subcontractors performing work under this contract to obtain substantially the identical insurance coverage required of CONTRACTOR pursuant to this agreement.

### C-3. INSURANCE COVERAGE REQUIREMENTS.

If required by paragraph 5 of the contract, CONTRACTOR shall maintain the following insurance policies in full force and effect during the term of this contract:

- (a) Comprehensive general liability insurance. CONTRACTOR shall maintain comprehensive general liability insurance, covering all of CONTRACTOR's operations with a combined single limit of not less than the amount set out in paragraph 5 of this contract.
- (b) Professional liability insurance. CONTRACTOR shall maintain professional liability insurance with liability limits of not less than the amount set out in paragraph 5 of this contract.

- (c) Comprehensive motor vehicle liability insurance. CONTRACTOR shall maintain comprehensive motor vehicle insurance covering all motor vehicles (including owned, non-owned and hired) used in providing services under this contract, with a combined single limit of not less than the amount set out in Paragraph 5 of this contract.
- (d) Workers' compensation insurance. CONTRACTOR shall maintain a workers' compensation plan covering all of its employees as required by California Labor Code Section 3700, either through workers' compensation insurance issued by an insurance company or through a plan of self-insurance certified by the State Director of Industrial Relations. If CONTRACTOR elects to be self-insured, the certificate of insurance otherwise required by this contract shall be replaced with a consent to self-insure issued by the State Director of Industrial Relations.

#### C-4. CERTIFICATE OF INSURANCE.

Prior to the commencement of performance of services by CONTRACTOR and prior to any obligations of COUNTY, CONTRACTOR shall file certificates of insurance with COUNTY, showing that CONTRACTOR has in effect the insurance required by this contract. CONTRACTOR shall file a new or amended certificate promptly after any change is made in any insurance policy which would alter the information on the certificate then on file. In lieu of providing proof of insurance, CONTRACTOR may provide proof of self-insurance meeting requirements equivalent to those imposed herein. CONTRACTOR warrants that CONTRACTOR's self-insurance provides substantially the same protection to COUNTY as the insurance required herein. CONTRACTOR further agrees to notify COUNTY in the event any change in self-insurance occurs that would alter the obligations undertaken in this contract within thirty (30) days of such change.

#### C-5. RECORDS TO BE MAINTAINED.

CONTRACTOR shall keep and maintain accurate records of all costs incurred and all time expended for work under this contract. CONTRACTOR shall contractually require that all of CONTRACTOR's subcontractors performing work called for under this contract also keep and maintain such records. All such records, whether kept by CONTRACTOR or any subcontractor, shall be made available to COUNTY or its authorized representative, or officials of the State of California for review or audit during normal business hours, upon reasonable advance notice given by COUNTY, its authorized representative, or officials of the State of California.

#### C-6. RETENTION OF RECORDS.

CONTRACTOR shall maintain and preserve all records related to this contract for a period of three years from the close of the fiscal year in which final payment under this contract is made. CONTRACTOR shall also contractually require the maintenance of such records in the possession of any third party performing work related to this contract for the same period of time. Such records shall be retained beyond the three-year period, if any audit involving such records is then pending, until the audit findings are resolved. The obligation to insure the maintenance of the records beyond the initial three year period shall arise only if the COUNTY notifies CONTRACTOR of the commencement of an audit prior to the expiration of the three year period.

#### **C-7. TITLE TO DOCUMENTS; COPYRIGHT.**

All reports and other materials collected or produced by the CONTRACTOR or any subcontractor of CONTRACTOR shall, after completion and acceptance of the contract, become the property of COUNTY, and shall not be subject to any copyright claimed by the CONTRACTOR, subcontractor, or their agents or employees. CONTRACTOR may retain copies of all such materials exclusively for administrative purposes. Any use of completed or uncompleted documents for other projects by CONTRACTOR, any subcontractor, or any of their agents or employees, without the prior written consent of COUNTY is prohibited.

#### **C-8. INDEPENDENT CONTRACTOR.**

CONTRACTOR and its officers and employees, in the performance of this contract, are independent contractors in relation to COUNTY and not officers or employees of COUNTY. Nothing in this contract shall create any of the rights, powers, privileges or immunities of any officer or employee of COUNTY. CONTRACTOR shall be solely liable for all applicable taxes or benefits, including, but not limited to, federal and state income taxes, Social Security taxes, or ERISA retirement benefits, which taxes or benefits arise out of the performance of this contract. CONTRACTOR further represents to COUNTY that CONTRACTOR has no expectation of receiving any benefits incidental to employment.

#### **C-9. CONFLICT OF INTEREST.**

CONTRACTOR covenants that it presently has no interest and shall not acquire any interest, direct or indirect, financial or otherwise, which would conflict in any manner or degree with the performance of the services hereunder. CONTRACTOR further covenants that, in the performance of this contract, no subcontractor or person having such an interest shall be used or employed.

#### **C-10. COMPLIANCE WITH APPLICABLE LAWS.**

CONTRACTOR shall comply with all applicable federal, state and local laws now, or hereafter, in force, and with any applicable regulations, in performing the work and providing the services specified in this contract. This obligation includes, without limitation, the acquisition, and maintenance of any permits, licenses, or other entitlements necessary to perform the duties imposed expressly or impliedly under this contract.

#### **C-11. NONDISCRIMINATION.**

CONTRACTOR shall not discriminate in the employment of persons necessary to perform this contract on any legally impermissible basis, including on the basis of the race, color, national origin, ancestry, religion, age, sex, or disability of such person.

#### **C-12. BANKRUPTCY.**

CONTRACTOR shall immediately notify COUNTY in the event that CONTRACTOR ceases conducting business in the normal manner, becomes insolvent, makes a general assignment for the benefit of creditors, suffers or permits the appointment of a receiver for its business or assets, or avails itself of, or becomes subject to, any proceeding under the Federal Bankruptcy Act or any other statute of any state relating to insolvency or protection of the rights of creditors.

### C-13. PROHIBITION AGAINST ASSIGNMENT AND DELEGATION OF DUTIES.

Except as specifically authorized herein, no rights under this contract may be assigned and no duties under this contract may be delegated by CONTRACTOR without the prior written consent of COUNTY, and any attempted assignment or delegation without such consent shall be void.

### C-14. NEGOTIATED CONTRACT.

This contract has been arrived at through negotiation between the parties. Neither party is to be deemed the party which prepared this contract within the meaning of California Civil Code Section 1654.

### C-15. SEVERABILITY.

Should any provision herein be found or deemed to be invalid, this contract shall be construed as not containing such provision, and all other provisions which are otherwise lawful shall remain in full force and effect. To this end, the provisions of this contract are declared to be severable.

### C-16. ENTIRE CONTRACT.

This contract is the entire agreement of the parties. There are no understandings or agreements pertaining to this contract except as are expressly stated in writing in this contract or in any document attached hereto or incorporated herein by reference.

### C-17. TIME IS OF THE ESSENCE.

Time is of the essence in the performance of this contract.

### C-18. TERMINATION.

Either party may terminate this contract, with or without cause, at any time. In order to terminate this contract, the terminating party shall give advance written notice to the other party. The termination shall be effective no earlier than the expiration of the number of days specified in paragraph 6 of this contract. The termination notice shall be made as specified in paragraph C-19, below. In the event of termination, COUNTY shall pay CONTRACTOR for all work satisfactorily performed prior to the effective date of the termination.

### C-19. NOTICES.

Notices to the parties in connection with the administration of this contract shall be given to the parties' contract administrator personally, by regular mail, or by facsimile transmission as more particularly specified in this paragraph. Notices will be deemed given on:

- (a) The day the notice is personally delivered to the contract administrator or the office of the party's contract administrator; or
- (b) Five days after the date the notice is deposited in the United States mail, addressed to a party's contract administrator as indicated in this contract, with first-class postage fully prepaid; or

- (c) On the day that the notice is transmitted by facsimile to a party's facsimile number specified in paragraph 8 of this contract, provided that an original of such notice is deposited in the United States mail, addressed to a party's contract administrator as indicated in this contract, on the same day as the facsimile transmission is made.

#### C-20. RESPONSIBILITY OF CONTRACT ADMINISTRATORS.

All matters concerning this contract which are within the responsibility of the parties shall be under the direction of, or shall be submitted to, the respective contract administrators or to the party's employee specified, in writing, by the contract administrator. A party may, in its sole discretion, change its designation of its contract administrator and shall promptly give written notice to the other party of any such change.

#### C-21. MATERIALITY.

The parties consider each and every term, covenant, and provision of this contract to be material and reasonable.

#### C-22. WAIVER.

Waiver by either party of a breach of any covenant of this contract will not be construed to be a continuing waiver of any subsequent breach. COUNTY's receipt of consideration with knowledge of CONTRACTOR's violation of a covenant does not waive its right to enforce any covenant of this contract. The parties shall not waive any provisions of this contract unless the waiver is in writing and signed by all parties.

#### C-23. AUTHORITY AND CAPACITY.

CONTRACTOR and CONTRACTOR's signatory each warrant and represent that each has full authority and capacity to enter into this contract.

#### C-24. BINDING ON SUCCESSORS.

All of the conditions, covenants and terms herein contained shall apply to, and bind, the heirs, successors, executors, administrators and assigns of CONTRACTOR. CONTRACTOR and all of CONTRACTOR's heirs, successors, executors, administrators, and assigns shall be jointly and severally liable under this contract.

#### C-25. CUMULATION OF REMEDIES.

All of the various rights, options, elections, powers and remedies of the parties shall be construed as cumulative, and no one of them exclusive of any other or of any other legal or equitable remedy which a party might otherwise have in the event of a breach or default of any condition, covenant or term by the other party. The exercise of any single right, option, election, power or remedy shall not, in any way, impair any other right, option, election, power or remedy until all duties and obligations imposed shall have been fully performed.

#### C-26. INDEPENDENT ADVICE.

Each party hereby represents and warrants that in executing this contract it does so with full knowledge of the rights and duties it may have with respect to the other. Each party also

represents and warrants that it has received independent legal advice from its attorney with respect to the matters set forth in this contract and the rights and duties arising out of this contract, or that such party willingly foregoes any such consultation.

**C-27. NO RELIANCE ON REPRESENTATIONS.**

Each party hereby represents and warrants that it is not relying, and has not relied, upon any representation or statement made by the other party with respect to the facts involved or its rights or duties. Each party understands and agrees that the facts relevant, or believed to be relevant to this contract may hereunder turn out to be other than, or different from the facts now known to such party as true, or believed by such party to be true. The parties expressly assume the risk of the facts turning out to be different and agree that this contract shall be effective in all respects and shall not be subject to rescission by reason of any such difference in facts.

**C-28. REDUCTION OF CONSIDERATION.**

CONTRACTOR agrees that COUNTY shall have the right to deduct from any payments specified in Attachment B any amount owed to COUNTY by CONTRACTOR as a result of any obligation arising prior to, or after, the execution of this contract. For purposes of this paragraph, obligations arising prior to, or after, the execution of this contract may include, without limitation, any property tax, secured or unsecured, which tax is in arrears. If COUNTY exercises the right to reduce the consideration specified in Attachment B, COUNTY, at the time of making a reduced payment, shall give CONTRACTOR notice of the amount of any off-set and the reason for the reduction.

**C-29. COUNTERPARTS.**

This contract may be executed in any number of counterparts, each of which so executed shall be deemed to be an original. The counterparts shall together constitute one contract.

**END OF ATTACHMENT C.**