

# **NBS Government Finance Group**

## **AGREEMENT FOR SERVICES #7625**

**THIS AGREEMENT**, made and entered into by and between the County of El Dorado, a political subdivision of the State of California (hereinafter referred to as "County"), and NBS Government Finance Group, dba NBS, a corporation, duly qualified to conduct business in the State of California, whose principal place of business is 32605 Temecula Parkway, Suite 100, Temecula, California 92592 (hereinafter referred to as "Consultant");

### **RECITALS**

**WHEREAS**, County has determined that it is necessary to obtain a consultant to provide Mello Roos Community Facilities District bond administration services;

**WHEREAS**, Consultant has represented to County that it is specially trained, experienced, is an expert, and competent to perform the special services described in ARTICLE I Scope of Work; that it is an independent and bona fide business operation, advertises and holds itself as such, is in possession of a valid business license, and is customarily engaged in an independently established business that provides similar services to others; and County relies upon those representations.

**WHEREAS**, it is the intent of the parties hereto that such services be in conformity with all applicable state and local laws;

**WHEREAS**, County has determined that the provision of such services provided by Consultant are in the public's best interest and that these services are more economically and feasibly performed by outside independent Consultants in accordance with El Dorado County Ordinance Code, Chapter 3.13.030(A), by El Dorado County Charter, section 210(b)(6) and/or Government Code section 31000;

**NOW, THEREFORE**, County and Consultant mutually agree as follows:

### **ARTICLE I**

**Scope of Work:** Consultant is engaged in the business of doing the services and tasks required under this Agreement, including those services and tasks that are identified in Exhibit A, marked "Scope of Work," incorporated herein and made by reference a part hereof, and those services and tasks that are reasonably necessary for the completion of the work identified in the Scope of Work. The optional services noted in Exhibit B marked "Optional Services", incorporated herein and made by reference a part hereof, shall be provided by Consultant upon receipt of written request from the County Contract Administrator.

Consultant agrees to furnish, at Consultant's own cost and expense, all personnel, equipment, tools, materials, and services necessary to perform the services and tasks required under this Agreement, including those services and tasks that are identified in Exhibit A and Exhibit B, and

those services and tasks that are reasonably necessary for the completion of the work identified in the Scope of Work.

Consultant shall perform the services and tasks required under this Agreement in a safe, professional, skillful, and workmanlike manner. Consultant is responsible for ensuring that its employees, as well as any subcontractor if applicable, perform the services and tasks required under this Agreement accordingly.

## **ARTICLE II**

**Term:** This Agreement shall be effective May 1, 2023 and shall expire on April 30, 2026.

This Agreement may be extended for two (2) additional one-year periods if mutually agreed between the parties hereto in writing not less than thirty (30) days prior to the expiration of the then current Agreement.

## **ARTICLE III**

**Compensation for Services:** For services provided herein, including any deliverables that may be identified herein, County agrees to pay Consultant upon the satisfactory completion and County's acceptance of work, in arrears. Payment shall be made within forty-five (45) days following County's receipt and approval of itemized invoices identifying the services rendered.

For the purposes hereof, the billing rates shall be in accordance with Exhibit C, marked "Fee Schedule," incorporated herein and made by reference a part hereof.

Additional Community Facilities Districts (CFD) may be added during the term of this project. Work to be done for these CFDs will be performed at the request of the County. The County Auditor-Controller will approve in writing a budget with Consultant per project for the new CFDs. The Consultant understands that the County will not pay outside of said budget without prior written approval. The consultant will submit a proposal, and upon receiving a Notice to Proceed from the County Auditor-Controller, begin project. Work done prior to the Notice to Proceed or outside of authorized services will not be paid. Invoices shall be computed using the billing rates as specified in Exhibit "C", marked "Schedule of Fees", incorporated herein and made by reference a part hereof.

The total amount of this Agreement shall not exceed \$500,000, inclusive of all costs, taxes, and expenses.

Itemized invoices shall follow the format specified by County and shall reference this Agreement number on their faces. Copies of documentation attached to invoices shall

reflect Consultant's charges for the specific services billed on those invoices. Invoices shall be mailed to County at the following address:

County of El Dorado  
Auditor-Controller's Office  
360 Fair Lane  
Placerville, California 95667  
Attn.: Joe Harn  
Auditor-Controller

or to such other location as County directs.

In the event that Consultant fails to deliver, in the format specified, the deliverables required by this Agreement, County at its sole option may delay the payment for the period of time of the delay, cease all payments until such time as the required are received, or proceed as set forth below in ARTICLE XII, Default, Termination, and Cancellation, herein.

#### **ARTICLE IV**

**Taxes:** Consultant certifies that as of today's date, it is not in default on any unsecured property taxes or other taxes or fees owed by Consultant to County. Consultant agrees that it shall not default on any obligations to County during the term of this Agreement.

#### **ARTICLE V**

**Changes to Agreement:** This Agreement may be amended by mutual consent of the parties hereto. Said amendments shall become effective only when in writing and fully executed by duly authorized officers of the parties hereto.

#### **ARTICLE VI**

**Consultant to County:** It is understood that the services provided under this Agreement shall be prepared in and with cooperation from County and its staff. It is further understood that this Agreement does not create an exclusive relationship between County and Consultant, and Consultant may perform similar work or services for others. However, Consultant shall not enter into any agreement with any other party, or provide any information in any manner to any other party, that would conflict with Consultant's responsibilities or hinder Consultant's performance of services hereunder, unless County's Contract Administrator, in writing, authorizes that agreement or sharing of information.

#### **ARTICLE VII**

**Confidentiality:** Consultant shall maintain the confidentiality and privileged nature of all records, including billing records, together with any knowledge therein acquired, in accordance with all applicable state and federal laws and regulations, as they may now exist or may hereafter be amended or changed. Consultant, and all Consultant's staff, employees, and representatives, shall not use or disclose, directly or indirectly at any time, any said confidential information, other than to County's Auditor-Controller's Office for the purpose of, and in the performance of, this Agreement. This confidentiality provision shall survive after the expiration or earlier termination of this Agreement.

**ARTICLE VIII**

**Assignment and Delegation:** Consultant is engaged by County for its unique qualifications and skills as well as those of its personnel. Consultant shall not subcontract, delegate, or assign services to be provided, in whole or in part, to any other person or entity without prior written consent of County.

**ARTICLE IX**

**Independent Contractor:** The parties intend that an independent contractor relationship will be created by this contract. Consultant is, and shall be at all times, deemed independent and shall be wholly responsible for the manner in which it performs services required by the terms of this Agreement. Consultant exclusively assumes responsibility for acts of its employees, agents, affiliates, and subcontractors, if any are authorized herein, as they relate to the services or work to be performed under this Agreement during the course and scope of their employment by Consultant. Those persons will be entirely and exclusively under the direction, supervision, and control of Consultant.

County may designate the tasks to be performed and the results to be accomplished under this Agreement, provide information concerning the work or services, approve or disapprove the final work product and/or services provided, and set deadlines for the completion of the work or services, but County will not control or direct the manner, means, methods, or sequence in which Consultant performs the work or services for accomplishing the results. Consultant understands and agrees that Consultant lacks the authority to bind County or incur any obligations on behalf of County.

Consultant, including any subcontractor or employees of Consultant, shall not receive, nor be eligible for, any benefits County provides for its employees, including, but not limited to, vacation pay, paid holidays, life insurance, health insurance, social security, disability insurance, pension, or 457 plans. Consultant shall not receive, nor be eligible for, workers' compensation, including medical and indemnity payments. County is not responsible for withholding, and shall not withhold, Federal Income Contribution Act amounts or taxes of any kind from any payments which it owes Consultant. Consultant shall not be subject to the work schedules or vacation periods that apply to County employees.

Consultant shall be solely responsible for paying its employees, and for withholding Federal Income Contribution Act amounts and other taxes, workers' compensation, unemployment compensation, medical insurance, life insurance, or any other benefit that Consultant provides for its employees.

Consultant acknowledges that it has no authority to bind the County or incur any obligations on behalf of the County with regard to any matter, and shall not make any agreements or representations on the County's behalf.

**ARTICLE X**

**Fiscal Considerations:** The parties to this Agreement recognize and acknowledge that County is a political subdivision of the State of California. As such, County is subject to the provisions

of Article XVI, section 18 of the California Constitution and other similar fiscal and procurement laws and regulations and may not expend funds for products, equipment, or services not budgeted in a given fiscal year. It is further understood that in the normal course of County business, County will adopt a proposed budget prior to a given fiscal year, but that the final adoption of a budget does not occur until after the beginning of the fiscal year.

Notwithstanding any other provision of this Agreement to the contrary, County shall give notice of cancellation of this Agreement in the event of adoption of a proposed budget that does not provide for funds for the services, products, or equipment subject herein. Such notice shall become effective upon the adoption of a final budget, which does not provide funding for this Agreement. Upon the effective date of such notice, this Agreement shall be automatically terminated and County released from any further liability hereunder.

In addition to the above, should the Board of Supervisors during the course of a given year for financial reasons reduce or order a reduction in the budget for any County department for which services were contracted to be performed, pursuant to this paragraph in the sole discretion of County, this Agreement may be deemed to be canceled in its entirety subject to payment for services performed prior to cancellation.

#### **ARTICLE XI**

**Audit by California State Auditor:** Consultant acknowledges that if total compensation under this Agreement is greater than \$10,000.00, this Agreement is subject to examination and audit by the California State Auditor for a period of three (3) years, or for any longer period required by law, after final payment under this Agreement, pursuant to California Government Code section 8546.7. In order to facilitate these potential examinations and audits, Consultant shall maintain, for a period of at least three (3) years, or for any longer period required by law, after final payment under the Agreement, all books, records, and documentation necessary to demonstrate performance under the Agreement.

#### **ARTICLE XII**

##### **Default, Termination, and Cancellation:**

- A. Termination by Default: If either party becomes aware of an event of default, that party shall give written notice of said default to the party in default that shall state the following:
  - 1. The alleged default and the applicable Agreement provision.
  - 2. That the party in default has ten (10) days upon receiving the notice to cure the default (Time to Cure).

If the party in default does not cure the default within ten (10) days of the Time to Cure, then such party shall be in default and the party giving notice may terminate the Agreement by issuing a Notice of Termination. The party giving notice may extend the Time to Cure at their discretion. Any extension of Time to Cure must be in writing, prepared by the party in default for signature by the party giving notice, and must specify the reason(s) for the extension and the date in which the extension of Time to Cure expires.

If County terminates this Agreement, in whole or in part, for default:

1. County reserves the right to procure the goods or services, or both, similar to those terminated, from other sources and Consultant shall be liable to County for any excess costs for those goods or services. County may deduct from any payment due, or that may thereafter become due to Consultant, the excess costs to procure from an alternate source.
2. County shall pay Consultant the sum due to Consultant under this Agreement prior to termination, unless the cost of completion to County exceeds the funds remaining in the Agreement. In which case the overage shall be deducted from any sum due Consultant under this Agreement and the balance, if any, shall be paid to Consultant upon demand.
3. County may require Consultant to transfer title and deliver to County any completed work under the Agreement.

The following shall be events of default under this Agreement:

1. Failure by either party to perform in a timely and satisfactory manner any or all of its obligations under this Agreement.
  2. A representation or warranty made by Consultant in this Agreement proves to have been false or misleading in any respect.
  3. Consultant fails to observe and perform any covenant, condition or agreement on its part to be observed or performed under this Agreement, unless County agrees, in writing, to an extension of the time to perform before that time period expires.
  4. A violation of ARTICLE XIX, Conflict of Interest.
- B. Bankruptcy: County may terminate this Agreement immediately in the case of bankruptcy, voluntary or involuntary, or insolvency of Consultant.
- C. Ceasing Performance: County may terminate this Agreement immediately in the event Consultant ceases to operate as a business or otherwise becomes unable to substantially perform any term or condition of this Agreement.

D. Termination or Cancellation without Cause: County may terminate this Agreement, in whole or in part, for convenience upon thirty (30) calendar days' written Notice of Termination. If such termination is effected, County will pay for satisfactory services rendered before the effective date of termination, as set forth in the Notice of Termination provided to Consultant, and for any other services that County agrees, in writing, to be necessary for contract resolution. In no event, however, shall County be obligated to pay more than the total amount of the Agreement. Upon receipt of a Notice of Termination, Consultant shall promptly discontinue all services affected, as of the effective date of termination set forth in such Notice of Termination, unless the Notice directs otherwise.

**ARTICLE XIII**

**Notice to Parties:** All notices to be given by the parties hereto shall be in writing and served by depositing same in the United States Post Office, postage prepaid and return receipt requested. Notices to County shall be in duplicate and addressed as follows:

To County:

With a copy to:

County of El Dorado  
Auditor-Controller's Office  
360 Fir Lane  
Placerville, California 95667

County of El Dorado  
Chief Administrative Office  
330 Fair Lane  
Placerville, California 95667

Attn.: Joe Harn  
Auditor-Controller

Attn.: Michele Weimer  
Procurement and Contracts Manager

or to such other location as County directs.

Notices to Consultant shall be addressed as follows:

NBS Government Finance Group, DBA NBS  
32605 Temecula Parkway, Suite 100  
Temecula CA 92592

Attn. Michael Rentner, President and Secretary

or to such other location as Consultant directs.

**ARTICLE XIV**

**Change of Address:** In the event of a change in address for Consultant's principal place of business, Consultant's Agent for Service of Process, or Notices to Consultant, Consultant shall notify County in writing as provided in ARTICLE XIII, Notice to Parties. Said notice shall become part of this Agreement upon acknowledgment in writing by County's Contract Administrator, and no further amendment of the Agreement shall be necessary provided that such change of address does not conflict with any other provisions of this Agreement.

## **ARTICLE XV**

**Indemnity:** To the fullest extent permitted by law, Consultant shall defend at its own expense, indemnify, and hold the County harmless, its officers, employees, agents, and volunteers, against and from any and all liability, claims, suits, losses, damages, or expenses of every name, kind and description, including attorney's fees and costs incurred, brought for, or on account of, injuries to or death of any person, including but not limited to workers, County employees, and the public, or damage to property, or any economic or consequential losses, which are claimed to or in any way arise out of or are connected with the acts or omissions of Consultant or its officers, agents, or employees in rendering the services, operations, or performance hereunder, except for liability, claims, suits, losses, damages or expenses arising from the sole negligence or willful acts of the County, its officers and employees, or as expressly prescribed by statute. This duty of Consultant to indemnify and save County harmless includes the duties to defend set forth in Civil Code section 2778.

The insurance obligations of Consultant are separate, independent obligations under the Agreement, and the provisions of this defense and indemnity are not intended to modify nor should they be construed as modifying or in any way limiting the insurance obligations set forth in the Agreement.

## **ARTICLE XVI**

**Insurance:** Consultant shall provide proof of a policy of insurance satisfactory to County's Risk Management Division and documentation evidencing that Consultant maintains insurance that meets the following requirements:

- A. Full Workers' Compensation and Employers' Liability Insurance covering all employees of Consultant as required by law in the State of California.
- B. Commercial General Liability Insurance of not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage and a \$2,000,000 aggregate limit. County, including, without limitation, its officers, officials, employees, and volunteers shall be named as an additional insured on ISO form CG 2010 1185, or its equivalent.
- C. Automobile Liability Insurance of not less than \$1,000,000 is required in the event motor vehicles are used by Consultant in performance of the Agreement.
- D. In the event Consultant is a licensed professional or professional consultant and is performing professional services under this Agreement, Professional Liability Insurance is required with a limit of liability of not less than \$1,000,000.
- E. Consultant shall furnish a certificate of insurance satisfactory to County's Risk Management Division as evidence that the insurance required above is being maintained.
- F. The insurance will be issued by an insurance company acceptable to County's Risk Management Division or be provided through partial or total self-insurance likewise acceptable to the Risk Management Division.



- G. Consultant agrees that the insurance required herein shall be in effect at all times during the term of this Agreement. In the event said insurance coverage expires at any time or times during the term of this Agreement, Consultant agrees to provide at least thirty (30) days prior to said expiration date, a new certificate of insurance evidencing insurance coverage as provided for herein for not less than the remainder of term of the Agreement, or for a period of not less than one (1) year. New certificates of insurance are subject to the approval of Risk Management and Consultant agrees that no work or services shall be performed prior to the giving of such approval. In the event Consultant fails to keep in effect at all times insurance coverage as herein provided, County may, in addition to any other remedies it may have, terminate this Agreement upon the occurrence of such event.
- H. The certificate of insurance must include the following provisions stating that:
1. The insurer will not cancel the insured's coverage without thirty (30) days prior written notice to County; and
  2. The County of El Dorado, its officers, officials, employees, and volunteers are included as additional insured, on an additional insured endorsement, but only insofar as the operations under this Agreement are concerned. This provision shall apply to the general liability policy.
- I. Consultant's insurance coverage shall be primary insurance in respect to County, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by County, its officers, officials, employees, or volunteers shall be in excess of Consultant's insurance and shall not contribute with it.
- J. Any deductibles or self-insured retentions must be declared to and approved by County. At the option of County, either: The insurer shall reduce or eliminate such deductibles or self-insured retentions in respect to County, its officers, officials, employees, and volunteers; or Consultant shall procure a bond guaranteeing payment of losses and related investigations, claim administration, and defense expenses.
- K. Any failure to comply with the reporting provisions of the policies shall not affect coverage provided to County, its officers, officials, employees, or volunteers.
- L. The insurance companies shall have no recourse against the County of El Dorado, its officers, and employees or any of them for payment of any premiums or assessments under any policy issued by any insurance company.
- M. Consultant's obligations shall not be limited by the foregoing insurance requirements and shall survive the expiration of this Agreement.
- N. In the event Consultant cannot provide an occurrence policy, Consultant shall provide insurance covering claims made as a result of performance of this Agreement for not less than three (3) years following completion of performance of this Agreement.

- O. The certificate of insurance shall meet such additional standards as may be determined by the contracting County department, either independently or in consultation with County's Risk Management Division as essential for protection of County.

## **ARTICLE XVII**

**Force Majeure:** Neither party will be liable for any delay, failure to perform, or omission under this Agreement that is due to any cause that it is beyond its control, not due to its own negligence, and cannot be overcome by the exercise of due diligence. In that event, the affected party will:

1. Promptly give written notice to the other of the fact that it is unable to so perform and the cause(s) that is beyond its control.
2. Once the cause(s) has ceased, provide written notice to the other party and immediately resume its performance under this Agreement.

For purposes of this Article, "cause that is beyond its control" includes labor disturbances, riots, fires, earthquakes, floods, storms, lightning, epidemics, war, disorders, hostilities, expropriation or confiscation of properties, failure of and delays by carriers, interference by civil or military authorities, whether legal or de facto, and whether purporting to act under some constitution, decree, or law, or otherwise, or acts of God.

## **ARTICLE XVIII**

**Waiver:** No failure on the part of the parties to exercise any rights under this Agreement, and no course of dealing with respect to any right hereunder, shall operate as a waiver of that right, nor shall any single or partial exercise of any right preclude the exercise of any other right. The remedies herein provided are cumulative and are not exclusive of any other remedies provided by law.

## **ARTICLE XIX**

**Conflict of Interest:** The parties to this Agreement have read and are aware of the provisions of Government Code section 1090 et seq. and the Political Reform Act of 1974 (section 87100 et seq.), relating to conflict of interest of public officers and employees. Individuals who are working for Consultant and performing work for County and who are considered to be consultant within the meaning of Title 2, California Code of Regulations, section 18700.3, as it now reads or may thereafter be amended, are required to file a statement of economic interest in accordance with County's Conflict of Interest Code. County's Contract Administrator shall at the time this Agreement is executed make an initial determination whether or not the individuals who will provide services or perform work pursuant to this Agreement are consultants within the meaning of the Political Reform Act and County's Conflict of Interest Code. Statements of economic interests are public records subject to disclosure under the California Public Records Act.

Consultant covenants that during the term of this Agreement neither it, or any officer or employee of Consultant, has or shall acquire any interest, directly or indirectly, in any of the following:

1. Any other contract connected with, or directly affected by, the services to be performed

by this Agreement.

2. Any other entities connected with, or directly affected by, the services to be performed by this Agreement.
3. Any officer or employee of County that are involved in this Agreement.

If Consultant becomes aware of a conflict of interest related to this Agreement, Consultant shall promptly notify County of the existence of that conflict, and County may, in its sole discretion, immediately terminate this Agreement by giving written notice of termination specified in ARTICLE XII, Default, Termination, or Cancellation.

Pursuant to Government Code section 84308 (SB 1439, the Levine Act), Consultant shall complete and sign the attached Exhibit D, marked "California Levine Act Statement," incorporated herein and made by reference a part hereof, regarding campaign contributions by Consultant, if any, to any officer of County.

## **ARTICLE XX**

### **Nondiscrimination:**

- A. County may require Consultant's services on projects involving funding from various state and/or federal agencies, and as a consequence, Consultant shall comply with all applicable nondiscrimination statutes and regulations during the performance of this Agreement including but not limited to the following: Consultant and its employees and representatives shall not unlawfully discriminate against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, mental disability, medical condition, genetic information, military or veteran status, marital status, age, gender, gender identity, gender expression, sexual orientation, or sex; Consultant shall, unless exempt, comply with the applicable provisions of the Fair Employment and Housing Act (Government Code, section 12900 et seq.) and applicable regulations promulgated thereunder (California Code of Regulations, Title 2, section 11000 et seq.); the applicable regulations of the Fair Employment and Housing Commission implementing Government Code, section 12990, set forth in Subchapter 5 of Chapter 5 of Division 4.1 of Title 2 of the California Code of Regulations incorporated into this Agreement by reference and made a part hereof as if set forth in full; and Title VI of the Civil Rights Act of 1964, as amended. Consultant and its employees and representatives shall give written notice of their obligations under this clause as required by law.
- B. Where applicable, Consultant shall include these nondiscrimination and compliance provisions in any of its agreements that affect or are related to the services performed herein.
- C. Consultant's signature executing this Agreement shall provide any certifications necessary under the federal laws, the laws of the State of California, including but not limited to Government Code sections 12990 and Title 2, California Code of Regulations, section 11102.

## **ARTICLE XXI**

**California Residency (Form 590):** If Consultant is a California resident, Consultant must file a State of California Form 590, certifying its California residency or, in the case of a limited liability company or corporation, certifying that it has a permanent place of business in California. Consultant will be required to submit a Form 590 prior to execution of this Agreement, or County shall withhold seven (7) percent of each payment made to Consultant during the term of this Agreement. This requirement applies to any agreement/contract exceeding \$1,500.

## **ARTICLE XXII**

**County Payee Data Record Form:** All independent contractors or corporations providing services to County who do not have a Department of the Treasury Internal Revenue Service Form W-9 (Form W-9) on file with County must file a County Payee Data Record Form with County.

## **ARTICLE XXIII**

**Business License:** County's Business License Ordinance provides that it is unlawful for any person to furnish supplies or services, or transact any kind of business in the unincorporated territory of El Dorado County without possessing a County business license unless exempt under County Ordinance Code section 5.08.070. Consultant warrants and represents that it shall comply with all of the requirements of County's Business License Ordinance, where applicable, prior to beginning work under this Agreement and at all times during the term of this Agreement.

## **ARTICLE XXIV**

**Licenses:** Consultant hereby represents and warrants that Consultant and any of its subconsultants employed under this Agreement has all the applicable licenses, permits, and certifications that are legally required for Consultant and its subconsultants to practice its profession or provide the services or work contemplated under this Agreement in the State of California. Consultant and its subconsultants shall obtain or maintain said applicable licenses, permits, or certificates in good standing throughout the term of this Agreement.

## **ARTICLE XXV**

**California Forum and Law:** Any dispute resolution action arising out of this Agreement, including, but not limited to, litigation, mediation, or arbitration, shall be brought in El Dorado County, California, and shall be resolved in accordance with the laws of the State of California.

## **ARTICLE XXVI**

**Contract Administrator:** The County Officer or employee with responsibility for administering this Agreement is Joe Harn, Auditor-Controller, or successor.

## **ARTICLE XXVII**

**Authorized Signatures:** The parties to this Agreement represent that the undersigned individuals executing this Agreement on their respective behalf are fully authorized to do so by law or other appropriate instrument and to bind upon said parties the obligations set forth herein.

**ARTICLE XXVIII**

**Electronic Signatures:** Each party agrees that the electronic signatures, whether digital or encrypted, of the parties included in this Agreement, are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic Signature means any electronic visual symbol or signature attached to or logically associated with a record and executed and adopted by a party with the intent to sign such record, including facsimile or email electronic signatures, pursuant to the California Uniform Electronic Transactions Act (Civil Code sections 1633.1 to 1633.17) as amended from time to time.

**ARTICLE XXIX**

**Partial Invalidity:** If any provision, sentence, or phrase of the Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions, sentences, and phrases will continue in full force and effect without being impaired or invalidated in any way.

**ARTICLE XXX**

**No Third Party Beneficiaries:** Nothing in this Agreement is intended, nor will be deemed, to confer rights or remedies upon any person or legal entity not a party to this Agreement.

**ARTICLE XXXI**

**Counterparts:** This Agreement may be executed in one or more counterparts, each of which shall be an original and all of which together shall constitute one and the same instrument.

**ARTICLE XXXII**

**Entire Agreement:** This document and the documents referred to herein or exhibits hereto are the entire Agreement between the parties, and they incorporate or supersede all prior written or oral agreements or understandings.

**IN WITNESS WHEREOF,** the parties hereto have executed this Agreement on the dates indicated below.

**-- COUNTY OF EL DORADO --**

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Board of Supervisors  
"County"

Attest:  
Kim Dawson  
Clerk of the Board of Supervisors

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Deputy Clerk

-- CONSULTANT --

By: \_\_\_\_\_  
Michael Rentner  
President & Secretary  
"Consultant"

Dated: \_\_\_\_\_

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Corporate Secretary

Dated: \_\_\_\_\_

**Exhibit A**  
**SCOPE OF SERVICES**

1. Maintain the Community Facility District Parcel Database
  - a. Obtain Assessor's parcel maps and recorded tract maps for verification of parcels and acreage with the Community Facilities District (CFD) as needed.
  - b. Establish a list of all parcel numbers within the CFD. Said list shall identify the acreage and property classification of each parcel for taxing purposes.
  - c. Establish the database structure, input information on all applicable parcels, and provide database information on 3 ½" floppy disk (or acceptable medium) to the County Auditor's staff on or before August 1<sup>st</sup> of each year, or on or before a date specified in writing by the County Contract Administrator. Said database structure shall include, but not be limited to, the assessor's parcel number, classification of each parcel, and the amount of the special tax levied on each parcel for each year.
  
2. Determine the Annual Tax Levy
  - a. Identify the amount of principal and interest due in the next tax year and review bond funds for interest earnings available as a credit against the annual levy.
  - b. Review delinquency information provided by the County Auditor's Office, for the CFD to determine if delinquency coverage or replenishment of the reserve fund should be included in the annual levy.
  - c. Apportion the aggregate special tax to each taxable parcel within the CFD according to the provisions of the document entitled Rate and Method of Apportionment.
  
3. Submit the Annual Special Tax Levy to the Auditor-Controller
  - a. Using the tax roll database, prepare and submit the special taxes for the appropriate roll year to the Auditor-Controller, Property Tax Division, by no later than August 1<sup>st</sup> of each calendar year, or on or before a date specified in writing by the County Contract Administrator. The special taxes must contain the information and be in the format required by the Auditor-Controller.
  - b. Research, correct, recalculate and resubmit as necessary any information that is incorrect due to the rejection of a parcel(s) or dollar amount by the County during processing of the special taxes. Submit corrected special tax information as directed by the Auditor-Controller by no later than August 10th of each calendar year, or other date as may be authorized by the County Contract Administrator.

- c. Prepare direct bills for any amounts not collectible through the County tax rolls by October 1<sup>st</sup> of each calendar year as needed, or on specific days as requested in writing by County Contract Administrator.
4. Prepare and Submit the Annual Report
    - a. Prepare the annual Special Tax Report for all CFDs. This report shall provide comprehensive information on the status of the district and the amount of special taxes levied for the report period. Said annual report shall be submitted to County Auditor's staff on or before November 15th of each calendar year.
  5. Provide Fund Management Services
    - a. Analyze fund account(s) twice each year to determine availability of surplus funds or the requirement to call bonds.
    - b. Perform all required bond call spreads and calculate a revised debt service schedule and coordinate the early redemption of outstanding bonds.
    - c. Provide bond calls calculations on how to appropriately transfer funds to County Auditor's Staff no later than forty-five (45) days prior to bond call dates.
  6. Prepare and Submit reports to the California Debt and Investment Advisory Commission (CDIAC)
    - a. Prepare all reports required by the CDIAC on behalf of the County. Said reports shall be reviewed and approved by authorized County staff prior to submittal to the CDIAC. Copies of approved reports shall be forwarded to the County.
  7. Continuing Disclosure: In accordance with the Disclosure Certificate of the Issue, Consultant will assist in compliance with the annual disclosure requirement of the SEC Continuing Disclosure Rule 15c2-12. Services shall include, but not be limited to, the following:

Document Review: NBS will review pertinent documents of the issue, including the Official Statement and Disclosure Certificate.

NBS will identify material such as the Consolidated Annual Financial Report and/or other operating data that the County has agreed to provide in the Disclosure Certificate.

Data Collection: NBS will collect the annual financial information and operating data that the County has agreed to provide to each Nationally Recognized Municipal Securities Information Repository (NRMSIR) and the appropriate State Information Depository (SID), if any.



Report Preparation: NBS will prepare the Annual Disclosure Report as required in the Disclosure Certificate.

Annual Dissemination: NBS will disseminate the Annual Disclosure Report to state and national repositories.

Significant Events: NBS will prepare and disseminate a "Notice of Significant Event" to the appropriate SID and to either each NRMSIR or the Municipal Securities Rulemaking Board (MSRB). Action will commence upon notification by the County of the occurrence of any of the events as listed in the Continuing Disclosure Certificate, if deemed by the County to be material.

## 8. Miscellaneous Support Services

- a. Provide a toll-free phone line to field inquiries from property owners, County staff, bond investors and other interest parties.
- b. Disburse written documentation, information, brochures, etc. as directed by the County.
- c. Prepare written updates for distribution to bond investors as directed by County staff in writing.
- d. Attend meetings with County staff for the purpose of discussing status of a CFD(s) or other associated subjects as requested by the County Contract Administrator.
- e. Summarize changes in the Mello Roos Community Facilities law and inform County in writing of the effects of said changes on the CFD.
- f. Provide additional reports relating to parcel activity, annual special tax levies, property ownership, and other information relating to district administration upon request by the County.
- g. Full Payoff Calculations – Provide written payoff calculations to requesting parties when authorized in advance as needed. This service is to be performed as part of contract when requested by County Staff or Property Owner. Payment shall be made by requesting property owner.
- h. Partial Payoff Calculations – Provide partial payoff calculations and related analysis as allowed by the CFD formula when authorized in writing by the County in advance.

This service is to be performed as part of the contract when requested by County Staff or Property Owner. Payment shall be made by requesting property owner.

**Exhibit B**  
**OPTIONAL SERVICES**

Optional services shall not be paid unless pre-approved in writing by the County Contract Administrator. Pre-approval will include a budget with billing rates and a not to exceed amount.

1. Notices of Default – Preparation of Notice of Default letters to first deed of trust holders prior to the initiation of foreclosure proceedings when directed to do so by the County.
2. Direct Judicial Foreclosures – Provide delinquent amounts, penalty and interest charges to the County’s foreclosure counsel to initiate foreclosure proceedings.
3. Disclosure of Annual Special Taxes – Prepare procedures to be followed in disclosing special tax information to developers and prospective property owners. Prepare Notice of Special Tax for each parcel in the CFD when requested to do so by the County Auditor’s staff.
4. Provide Delinquency Research and Reporting Services
  - a. Provide written recommendations regarding development of policies and procedures for pursuing delinquent special taxes as requested. Based upon direction from County staff, prepare written policies and procedures for approval and adoption by the County.
  - b. Provide advice and technical assistance when requested by County Staff regarding the administration of delinquency matters.
5. If requested in writing by County, prepare the Special Tax Report and Assist with Proceedings
  - a. Prepare a Board Resolution and necessary exhibits thereto, authorizing the annual levy, for approval by the Board of Supervisors. Submit said resolution and exhibits to the County Auditor’s staff on or before July 15th (providing NBS has one week to research parcel changes after the secured roll is finalized) of each calendar year. Said exhibits shall include, but not be limited to the following:
    - Maximum special tax rate in effect for given fiscal year
    - Parcel listing by APN and special tax for given year
    - Detailed delinquency information
  - b. Prepare and submit the Special Tax Levy report in support of the proposed Board Resolution to the County Auditor’s staff on or before July 15th of each calendar year.

Attend Board of Supervisors meetings relating to the levying of the special tax as requested by County Contract Administrator in writing.

6. Provide information, analysis and support to requesting parties as needed for additional bond sales, refundings, new CFDs, and similar efforts.

7. Arbitrage Rebate Calculations –Arbitrage rebate calculations shall be provided by Bond Logistix, LLC, and cost of said service shall be payable by County directly to Bond Logistix.

NBS to provide rebate calculations on an as-needed basis when requested in writing by County staff, only. The calculation shall be accompanied by a legal opinion. In the situation NBS performs the rebate calculations, the fee shall be in accordance with the fee schedule attached hereto and identified as Exhibit “C”.

8. Any additional services necessary for the administration of current and new Mello Roos community facilities district bonds.

**Exhibit C  
SCHEDULE OF FEES**

**Annual Administration Services**

All services outlined in Exhibit "A", Scope of Services, will be billed at the following rates:

**Serrano El Dorado Hills CFD No.1992-1 Annual District Fee ..... \$3,000.00**  
**Annual Per Parcel Fee..... \$10.00**  
(Up to a maximum of 1,300 parcels. Any parcels in excess of 1,300 shall be at no additional charge)

**Promontory CFD No. 2001-1 Annual District Fee ..... \$3,000.00**  
**Annual Per Parcel Fee..... \$10.00**  
(Up to a maximum of 850 parcels. Any parcels in excess of 850 shall be at no additional charge)

**Blackstone CFD No. 2005-1 Annual District Fee ..... \$3,000.00**  
**Annual Per Parcel Fee..... \$10.00**  
(Up to a maximum of 850 parcels. Any parcels in excess of 850 shall be at no additional charge)

**Laurel Oaks CFD No. 2005-2 Annual District Fee..... \$3,000.00**  
**Annual Per Parcel Fee..... \$10.00**  
(Up to a maximum of 850 parcels. Any parcels in excess of 850 shall be at no additional charge)

**Carson Creek CFD No. 2014-1 Annual District Fee..... \$3,000.00**  
**Annual Per Parcel Fee..... \$10.00**  
(Up to a maximum of 850 parcels. Any parcels in excess of 850 shall be at no additional charge)

**Bass Lake Hills CFD No. 2018-1 Annual District Fee ..... \$3,000.00**  
**Annual Per Parcel Fee..... \$10.00**  
(Up to a maximum of 850 parcels. Any parcels in excess of 850 shall be at no additional charge)

**Bass Lake Hills Services CFD No. 2019-1 Annual District Fee ..... \$2,500.00**  
**Annual Per Parcel Fee..... \$8.00**  
(Up to a maximum of 850 parcels. Any parcels in excess of 850 shall be at no additional charge)

**Additional CFD's Annual District Fee.....\$3,000.00**  
**Annual Per Parcel Fee.....\$10.00**  
(Up to a maximum of 850 parcels. Any parcels in excess of 850 shall be at no additional charge)

Payoff Calculations (paid by requesting party) ..... \$150.00 per parcel  
 Notice of Special Tax..... \$10.00 per parcel  
 Notice of Default and Effect Removal from Tax Roll..... hourly\*  
 Subsequent Foreclosure Work ..... hourly\*

**Continuing Disclosure**

Annual Report Fee (per report)..... \$1,500  
 Special Event Notification ..... hourly or \$100 per event

**Dissemination Services**

Report Dissemination (per recipient) ..... \$25  
 Significant Event Dissemination (per recipient) ..... \$25

**EXPENSES**

Customary out-of-pocket expenses will be billed to the County at actual cost to NBS. These expenses may include, but not be limited to travel, postage, telephone, reproduction, meals and various County charges for tapes, maps, and recording fees. Travel and overnight mail charges will not be paid unless prior written approved was obtained from the County. The total out-of-pocket expenses for all districts for one year shall not exceed \$1,500.00.

**Optional Services**

Bond Call Calculations..... INCLUDED  
 Other Services..... hourly\*  
 Arbitrage Rebate Calculations  
 Base Fees  
 Commitment Fee ..... \$500.00  
 Report Fee ..... 2,250.00

**Additional Service Fees**

Computation Periods in Excess of 18 Months (per year) ..... \$500-1,000  
 Commingled Funds Analysis (as appropriate) ..... 500-1,000  
 Transferred Proceeds Analysis (as appropriate)..... 500-1,000  
 Variable Rate Issues..... 500-1,000

\*Hourly Billing Rates

**Services provided at hourly rates shall be billed as follows or the then applicable hourly rate:**

Directors ..... \$225.00  
 Associate Director..... \$210.00  
 Engineer ..... \$125.00  
 Senior Consultant/Manager ..... \$175.00  
 Consultant ..... \$155.00

Analyst..... \$130.00  
Clerical/Support ..... \$105.00

The total amount for services to be provided under terms of this contract shall not exceed \$500,000.00.

Consultant reserves the right to annually adjust hourly rates within reason, and upon thirty (30) days prior written notice to County.

## Exhibit D

### California Levine Act Statement

#### California Levine Act Statement

California Government Code Section 84308, commonly referred to as the "Levine Act," prohibits any officer of El Dorado County from participating in any action related to a contract if he or she receives any political contributions totaling more than two hundred and fifty dollars (\$250) within the previous twelve (12) months, and for three (3) months following the date a final decision concerning the contract has been made, from the person or company awarded the contract. The Levine Act also requires disclosure of such contribution by a party to be awarded a specific contract. An officer of El Dorado County includes the Board of Supervisors, any agency department head or chair, and any County employee who files a Form 700. It is the Contractor's/Consultant's responsibility to confirm the appropriate "officer" and name the individual(s) in their disclosure.

Have you or your company, or any agent on behalf of you or your company, made any political contributions of more than \$250 to an Officer of the County of El Dorado in the 12 months preceding the date of the submission of your proposals or the anticipated date of any Board action related to this contract?

\_\_\_\_\_ YES \_\_\_\_\_ NO

If yes, please identify the person(s) by name:

Do you or your company, or any agency on behalf of you or your company, anticipate or plan to make any political contribution of more than \$250 to an Officer of the County of El Dorado in the three months following any Board action related to this contract?

\_\_\_\_\_ YES \_\_\_\_\_ NO

If yes, please identify the person(s) by name:

Answering YES to either of the two questions above does not preclude the County of El Dorado from awarding a contract to your firm or any taking any subsequent action related to the contract. It does, however, preclude the identified Board Member(s) from participating in any actions related to this contract.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of authorized individual

\_\_\_\_\_  
Type or write name of company

\_\_\_\_\_  
Type or write name of authorized individual