

RUSH!

Contract #: 279-S1010 Amendment II

CONTRACT ROUTING SHEET

Date Prepared: 3/16/12

Need Date: Need f/ 4-10 BOS date

PROCESSING DEPARTMENT:

Department: CAO/Procurement & Contracts

Dept. Contact: Bonnie H. Rich

Phone #: 5940

Department: _____

Head Signature: Bonnie H. Rich

CONTRACTOR:

Name: Mother Lode Van & Storage

Address: 11255 Pyrites Way Suite 400

Rancho Cordova, CA 95670

Phone: 1-800-339-3067

CONTRACTING DEPARTMENT: County - Wide

Service Requested: Design, Installation & reconfiguration of Surplus Systems Furniture, & Moving Services

Contract Term: 5 years Contract Value: \$157,470.00

Compliance with Human Resources requirements? Yes: _____ No: _____

Compliance verified by: _____

COUNTY COUNSEL: (Must approve all contracts and MOU's)

Approved: Disapproved: _____ Date: 3/18/2012 By: Josh Beck

Approved: _____ Disapproved: _____ Date: _____ By: _____

NOTE: BOS Item will request Authorization FOR PA to execute Amd

BAR

EL DORADO COUNTY COUNSEL
2012 MAR 16 PM 2:54

PLEASE FORWARD TO RISK MANAGEMENT. THANKS!

RISK MANAGEMENT: (All contracts and MOU's except boilerplate grant funding agreements)

Approved: Disapproved: _____ Date: 3-20-12 By: [Signature]

Approved: _____ Disapproved: _____ Date: _____ By: _____

EL DORADO COUNTY
RISK MANAGEMENT

OTHER APPROVAL: (Specify department(s) participating or directly affected by this contract).

Departments: _____

Approved: _____ Disapproved: _____ Date: _____ By: _____

Approved: _____ Disapproved: _____ Date: _____ By: _____

AGREEMENT FOR SERVICES #279-S1010
AMENDMENT II

This Amendment II to that Agreement for Services #279-S1010, 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 Mother Lode Van & Storage, Inc., a California Corporation duly qualified to conduct business in the State of California, whose principal place of business is 11255 Pyrites Way, Suite 400, Rancho Cordova, California 95670, (hereinafter referred to as "Contractor");

RECITALS

WHEREAS, Contractor has been engaged by County to provide the design, reconfiguration and installation of County surplus systems furniture, and related services on an "as requested" basis for departments County-wide, in accordance with Agreement for Services #279-S1010, dated December 9, 2009, and Amendment I, dated June 28, 2011, both incorporated herein and made by reference a part hereof; and

WHEREAS, the parties hereto have mutually agreed to extend the term for two additional years, hereby amending **ARICLE II - Term**; and

WHERAS, the parties hereto have mutually agreed to increase the total not to exceed amount of the Agreement and add Exhibit "C" to reflect the cost of additional items necessary for the protection and preservation of County personal property during departmental moves, hereby amending **ARTICLE III – Compensation for Services**.

NOW THEREFORE, the parties do hereby agree that Agreement for Services #279-S1010 shall be amended a second time as follows:

ARTICLE II

Term: This Agreement shall become effective upon final execution by both parties hereto and shall cover the period of December 9, 2009 through December 8, 2014.

ARTICLE III

Compensation for Services: For services provided herein, County agrees to pay Contractor in arrears upon County acceptance of services rendered on a per project basis. Payment shall be made within thirty (30) days following County receipt and approval of itemized invoice(s) detailing product ordered and services rendered.

For the purposes hereof, inventory, design, and reconfiguration services shall be billed in accordance with Exhibit "A", marked "Fee Schedule", incorporated herein and made by reference a part hereof. Hourly rates for moving services shall be on a portal to portal basis. Additional packing items necessary for the protection of County personal property shall be billed in accordance with Exhibit "C", marked "Packing Materials", incorporated herein and made by reference a part hereof. Only Mother Lode Van & Storage employees are to be used on El Dorado County projects unless prior written approval is granted by the County for the use of subcontractors. The total amount of this Agreement shall not exceed \$157,470.00.

Except as herein amended, all other parts and sections of that Agreement #279-S1010 shall remain unchanged and in full force and effect.

Requesting Contract Administrator Concurrence:

By: Bonnie H. Rich Dated: 3/20/12
Bonnie H. Rich
Sr. Department Analyst
Chief Administrative Office

Requesting Department Head Concurrence:

By: Terri Daly Dated: 3/20/12
Terri Daly
Chief Administrative Officer

IN WITNESS WHEREOF, the parties hereto have executed this Second Amendment to that Agreement for Services #279-1010 on the dates indicated below.

--COUNTY OF EL DORADO--

By: _____

Terri Daly, Purchasing Agent
Chief Administrative Office
"County"

Dated: _____

--CONTRACTOR--

Mother Lode Van & Storage, Inc.
A California Corporation

By: _____



Eric Ronald Larson
President
"Contractor"

Dated: _____

3/21/12

By: _____



Corporate Secretary

Dated: _____

3-21-12

Exhibit "C" Packing Materials

Computer Keyboard ziplock bags	\$1.05 each
Flat Screen Computer Monitor Covers	\$2.10 each
EZ Anchor/Wall Molly	\$1.25 each
Unprinted Newspaper	\$0.95 per pound
2" plastic tape	\$1.75 per roll
3.0 cubic foot carton	\$1.85 each
4.5 cubic foot carton	\$2.30 each
Dish Pack carton	\$4.55 each
Wardrobe Carton	\$8.25 each
Mirror/Picture Carton	\$8.45 each
Lamp Carton	\$2.95 each
Shrink Wrap	\$27.50 per roll
Bubble Wrap	\$1.35 per foot- 48" wide
Anti-Static Bubble Wrap	\$2.35 per foot- 48" wide
Paper Pad	\$1.95 each

Moving Equipment Rental Rates

4 wheel dolly	\$0.75 each per day
Machine cart	\$2.50 each per day
Book/File cart	\$2.50 each per day
Panel Cart	\$3.25 each per day
Wood Tub	\$3.00 each per day
Speed Pack	\$1.00 each per day
Plastic move tote	\$1.95 each per week
Storage Trailer	\$50.00 per day
Storage Trailer- Long Term	\$550 per month
Flat Screen TV Carton	\$35.00 each rental per job
Flat Screen TV Carton	\$125.00 per each to purchase

Additional Notes

Moving equipment rental rates will only apply on equipment that is delivered to the county prior to a move for use by the county for packing or other purposes or if the equipment is left onsite after the completion of a move at the request of the county.

AGREEMENT FOR SERVICES #279-S1010
AMENDMENT I

This Amendment I to that Agreement for Services #279-S1010, 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 Mother Lode Van & Storage, Inc., a California Corporation duly qualified to conduct business in the State of California, whose principal place of business is 11255 Pyrites Way, Suite 400, Rancho Cordova, California 95670, (hereinafter referred to as "Contractor");

RECITALS

WHEREAS, Contractor has been engaged by County to provide the design, reconfiguration and installation of County surplus systems furniture, and related services on an "as requested" basis for departments County-wide, in accordance with Agreement for Services #279-S1010, dated December 9, 2009, incorporated herein and made by reference a part hereof; and

WHEREAS, the parties hereto have mutually agreed to clarify the authorization of moving services, hereby amending **ARTICLE I – The Work**; and

WHEREAS, the parties hereto have mutually agreed to clarify the authorization of billing rates on a portal to portal basis, hereby amending **ARTICLE III – Compensation for Services**.

NOW THEREFORE, the parties do hereby agree that Agreement for Services #279-S1010 shall be amended a first time as follows:

ARTICLE I

The Work: Contractor agrees to furnish personnel, equipment, and services necessary for the design, installation, or reconfiguration of County surplus systems furniture, and moving services on an “as requested” basis for departments County-wide. The design, purchase, installation of new Maxon systems furniture is handled under separate contract. All departmental requests for services provided pursuant to this Agreement shall be coordinated with the Chief Administrative Office, Procurement and Contracts Division, and approved by the individual requesting department prior to the placement of any orders for services. Contractor agrees to provide a firm quote inclusive of available County inventory, design, and installation costs prior to the issuance of any resulting purchase order. Proposed timelines for all work to be performed shall be approved by the requesting department prior to issuance of any order.

Project Manager: The Project Manager assigned to all projects on behalf of the Contractor is Brian Larson, Corporate Secretary. Contractor agrees that the Project Manager will be available and supervise all on-site installation projects, and provide any necessary technical and sales assistance as may be required at no additional cost to the County. Contractor will notify the County Purchasing Agent of any substitution in the Contractor’s assigned Project Manager, and such substitution shall be approved by the County prior to the commencement of any work performed.

ARTICLE III

Compensation for Services: For services provided herein, County agrees to pay Contractor in arrears upon County acceptance of services rendered on a per project basis. Payment shall be made within thirty (30) days following County receipt and approval of itemized invoice(s) detailing product ordered and services rendered.

For the purposes hereof, inventory, design, and reconfiguration services shall be billed in accordance with Exhibit “A”, marked “Fee Schedule”, incorporated herein and made by reference a part hereof. Hourly rates for moving services shall be on a portal to portal basis. Only Mother Lode Van & Storage employees are to be used on El Dorado County projects unless prior written approval is granted by the County for the use of subcontractors. The total amount of this Agreement shall not exceed \$57,470.00.

Except as herein amended, all other parts and sections of that Agreement #279-S1010 shall remain unchanged and in full force and effect.

//
//
//
//

Requesting Contract Administrator Concurrence:

By: Bonnie H. Rich Dated: 6/14/11
Bonnie H. Rich
Sr. Department Analyst
Chief Administrative Office

Requesting Department Head Concurrence:

By: Terri Daly Dated: 6/15/11
Terri Daly
Chief Administrative Officer

//

//

//

//

//

//

//

//

//

//

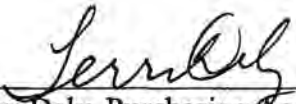
//

//

//

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to that Agreement for Services #279-1010 on the dates indicated below.


-- COUNTY OF EL DORADO --

By: 
Terri Daly, Purchasing Agent
Chief Administrative Office
"County"

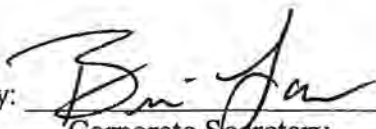
Dated: 6/20/11

-- CONTRACTOR --

Mother Lode Van & Storage, Inc.
A California Corporation

By: 
Eric Ronald Larson
President
"Contractor"

Dated: 6/16/2011

By: 
Corporate Secretary

Dated: 6-16-11

COPY

AGREEMENT FOR SERVICES #279-S1010

THIS AGREEMENT made and entered by and between the County of El Dorado, a political subdivision of the State of California (hereinafter referred to as "County") and Mother Lode Van & Storage, Inc., a California Corporation duly qualified to conduct business in the State of California, whose principal place of business is 11255 Pyrites Way, Suite 400, Rancho Cordova, California 95670, (hereinafter referred to as "Contractor");

RECITALS

WHEREAS, County has determined that it is necessary to obtain a Contractor to provide the design, reconfiguration and installation of County surplus systems furniture, and related services on an "as requested" basis for departments County-wide; and

WHEREAS, Contractor has represented to County that it is specially trained, experienced, expert and competent to perform the special services required hereunder and County has determined to rely upon such representations; and

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

WHEREAS, County has determined that the provision of these services provided by Contractor is in the public's best interest, and that these services are more economically and feasibly performed by outside independent Contractors as well as authorized by El Dorado County Charter, Section 210 (b) (6) and/or Government Code 31000;

NOW, THEREFORE, County and Contractor mutually agree as follows:

ARTICLE I

The Work: Contractor agrees to furnish personnel, equipment, and services necessary for the design, installation, or reconfiguration of County surplus systems furniture, and related items on an "as requested" basis for departments County-wide. The design, purchase, installation of new Maxon systems furniture is handled under separate contract. All departmental requests for services provided pursuant to this Agreement shall be coordinated with the Chief Administrative Office, Procurement and Contracts Division, and approved by the individual requesting department prior to the placement of any orders for services. Contractor agrees to provide a firm quote inclusive of available County inventory, design, and installation costs prior to the issuance of any resulting purchase order. Proposed timelines for all work to be performed shall be approved by the requesting department prior to issuance of any order.

Project Manager: The Project Manager assigned to all projects on behalf of the Contractor is Brian Larson, Corporate Secretary. Contractor agrees that the Project Manager will be available and supervise all on-site installation projects, and provide any necessary technical and sales assistance as may be required at no additional cost to the County. Contractor will notify the County Purchasing Agent of any substitution in the Contractor's assigned Project Manager, and such substitution shall be approved by the County prior to the commencement of any work performed.

ARTICLE II

Term: This Agreement shall become effective upon final execution by both parties hereto and shall expire three years thereafter.

ARTICLE III

Compensation for Services: For services provided herein, County agrees to pay Contractor in arrears upon County acceptance of services rendered on a per project basis. Payment shall be made within thirty (30) days following County receipt and approval of itemized invoice(s) detailing product ordered and services rendered.

For the purposes hereof, inventory, design, and reconfiguration services shall be billed in accordance with Exhibit "A", marked "Fee Schedule", incorporated herein and made by reference a part hereof. Only Mother Lode Van & Storage employees are to be used on El Dorado County projects unless prior written approval is granted by the County for the use of subcontractors. The total amount of this Agreement shall not exceed \$57,470.00.

ARTICLE IV

HIPAA Compliance: As a condition of Contractor performing services for the County of El Dorado, Contractor shall execute that Business Associate Agreement which is attached hereto as Exhibit "B", which is incorporated herein for all intents and purposes.

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

Contractor 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 agreed that in all matters pertaining to this Agreement, Contractor shall act as Contractor only to County and shall not act as Contractor to any other individual or entity affected by this Agreement nor provide information in any manner to any party outside of this Agreement that would conflict with Contractor's responsibilities to County during term hereof.

ARTICLE VII

Assignment and Delegation: Contractor is engaged by County for its unique qualifications and skills as well as those of its personnel. Contractor 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. In the event the contractor intends to subcontract out any part of the work, a payment bond in the amount of 100% of the work, on a per project basis, will be required. Contractor must obtain prior written approval for the use of any subcontractors prior to the performance of any work.

ARTICLE VIII

Independent Contractor/Liability: Contractor is, and shall be at all times, deemed independent and shall be wholly responsible for the manner in which it performs services required by terms of this Agreement. Contractor exclusively assumes responsibility for acts of its employees, associates, and subContractors, if any are authorized herein, as they relate to services to be provided under this Agreement during the course and scope of their employment.

Contractor shall be responsible for performing the work under this Agreement in a safe, professional, skillful and workmanlike manner and shall be liable for its own negligence and negligent acts of its employees. County shall have no right of control over the manner in which work is to be done and shall, therefore, not be charged with responsibility of preventing risk to Contractor or its employees.

//

//

//

ARTICLE IX

Fiscal Considerations: The parties to this Agreement recognize and acknowledge that County is a political subdivision of the State of California. As such, El Dorado 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 the County, this Agreement may be deemed to be canceled in its entirety subject to payment for services performed prior to cancellation.

ARTICLE X

Default, Termination, and Cancellation:

- A. **Default:** Upon the occurrence of any default of the provisions of this Agreement, a party shall give written notice of said default to the party in default (notice). If the party in default does not cure the default within ten (10) days of the date of notice (time to cure), then such party shall be in default. The time to cure may be extended at the discretion of the party giving notice. 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 on which the extension of time to cure expires.

Notice given under this section shall specify the alleged default and the applicable Agreement provision and shall demand that the party in default perform the provisions of this Agreement within the applicable period of time. No such notice shall be deemed a termination of this Agreement unless the party giving notice so elects in this notice, or the party giving notice so elects in a subsequent written notice after the time to cure has expired. In the event of termination for default, County reserves the right to take over and complete the work by contract or by any other means.

- B. **Bankruptcy:** This Agreement, at the option of the County, shall be terminable in the case of bankruptcy, voluntary or involuntary, or insolvency of Contractor.

- C. **Ceasing Performance:** County may terminate this Agreement in the event Contractor 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 upon seven (7) calendar days written notice by County without cause. If such prior termination is effected, County will pay for satisfactory services rendered prior to the effective dates as set forth in the Notice of Termination provided to Contractor, and for such other services, which County may agree to in writing as necessary for contract resolution. In no event, however, shall County be obligated to pay more than the total amount of the contract. Upon receipt of a Notice of Termination, Contractor 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 XI

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 addressed as follows:

COUNTY OF EL DORADO
CHIEF ADMINISTRATIVE OFFICE
330 FAIR LANE
PLACERVILLE, CA 95667
ATTN: GAYLE ERBE-HAMLIN, PURCHASING AGENT

Or to such other location as the County directs.

Notices to Contractor shall be addressed as follows:

MOTHER LODGE VAN & STORAGE, INC.
11255 PYRITES WAY
SUITE 400
RANCHO CORDOVA, CA 95670
ATTN: ERIC RONALD LARSON, PRESIDENT

Or to such other location as the Contractor directs.

//

//

//

//

ARTICLE XII

Indemnity: The Contractor shall defend, indemnify, and hold the County harmless against and from any and all claims, suits, losses, damages and liability for damages of every name, kind and description, including attorneys 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 Contractor's services, operations, or performance hereunder, regardless of the existence or degree of fault or negligence on the part of the County, the Contractor, subContractor(s) and employee(s) of any of these, except for the sole, or active negligence of the County, its officers and employees, or as expressly prescribed by statute. This duty of Contractor to indemnify and save County harmless includes the duties to defend set forth in California Civil Code Section 2778.

ARTICLE XIII

Insurance: Contractor shall provide proof of a policy of insurance satisfactory to the El Dorado County Risk Manager and documentation evidencing that Contractor maintains insurance that meets the following requirements:

- A. Full Workers' Compensation and Employers' Liability Insurance covering all employees of Contractor as required by law in the State of California.
- B. Commercial General Liability Insurance of not less than \$1,000,000.00 combined single limit per occurrence for bodily injury and property damage.
- C. Automobile Liability Insurance of not less than \$1,000,000.00 is required in the event motor vehicles are used by the Contractor in the performance of the Agreement.
- D. In the event Contractor is a licensed professional, and is performing professional services under this Agreement, professional liability (for example, malpractice insurance) is required with a limit of liability of not less than \$1,000,000.00 per occurrence.
- E. Contractor shall furnish a certificate of insurance satisfactory to the El Dorado County Risk Manager as evidence that the insurance required above is being maintained.
- F. The insurance will be issued by an insurance company acceptable to Risk Management, or be provided through partial or total self-insurance likewise acceptable to Risk Management.
- G. Contractor agrees that the insurance required above 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, Contractor 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 the 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 Contractor agrees that no work or services shall be performed prior to the giving of such approval.

In the event the Contractor 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, but only insofar as the operations under this Agreement are concerned. This provision shall apply to the general liability policy.
- I. The Contractor's insurance coverage shall be primary insurance as respects the County, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the County, its officers, officials, employees or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.
- J. Any deductibles or self-insured retentions must be declared to and approved by the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the County, its officers, officials, employees, and volunteers; or the Contractor 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 the 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. Contractor's obligations shall not be limited by the foregoing insurance requirements and shall survive expiration of this Agreement.
- N. In the event Contractor cannot provide an occurrence policy, Contractor 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. Certificate of insurance shall meet such additional standards as may be determined by the contracting County Department either independently or in consultation with Risk Management, as essential for the protection of the County.

//

//

//

ARTICLE XIV

Interest of Public Official: No official or employee of County who exercises any functions or responsibilities in review or approval of services to be provided by Contractor under this Agreement shall participate in or attempt to influence any decision relating to this Agreement which affects personal interest or interest of any corporation, partnership, or association in which he/she is directly or indirectly interested; nor shall any such official or employee of County have any interest, direct or indirect, in this Agreement or the proceeds thereof.

ARTICLE XV

Interest of Contractor: Contractor covenants that Contractor presently has no personal interest or financial interest, and shall not acquire same in any manner or degree in either: 1) any other contract connected with or directly affected by the services to be performed by this Agreement; or, 2) any other entities connected with or directly affected by the services to be performed by this Agreement. Contractor further covenants that in the performance of this Agreement no person having any such interest shall be employed by Contractor.

ARTICLE XVI

Conflict of Interest: The parties to this Agreement have read and are aware of the provisions of Government Code Section 1090 et seq. and Section 87100 relating to conflict of interest of public officers and employees. Contractor attests that it has no current business or financial relationship with any County employee(s) that would constitute a conflict of interest with provision of services under this contract and will not enter into any such business or financial relationship with any such employee(s) during the term of this Agreement. County represents that it is unaware of any financial or economic interest of any public officer or employee of Contractor relating to this Agreement. It is further understood and agreed that if such a financial interest does exist at the inception of this Agreement either party may immediately terminate this Agreement by giving written notice as detailed in the Article in the Agreement titled, "Default, Termination and Cancellation".

ARTICLE XVII

California Residency (Form 590): All independent Contractors providing services to the County must file a State of California Form 590, certifying their California residency or, in the case of a corporation, certifying that they have a permanent place of business in California. The Contractor will be required to submit a Form 590 prior to execution of an Agreement or County shall withhold seven (7) percent of each payment made to the Contractor during term of the Agreement. This requirement applies to any agreement/contract exceeding \$1,500.00.

ARTICLE XVIII

Taxpayer Identification Number (Form W-9): All independent Contractors or corporations providing services to the County must file a Department of the Treasury Internal Revenue Service Form W-9, certifying their Taxpayer Identification Number.

ARTICLE XIX

County Business License: 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 Code Section 5.08.070.

ARTICLE XX

Administrator: The County Officer or employee with responsibility for administering this Agreement is Bonnie H. Rich, Sr. Department Analyst, or successor. Individual departments are responsible for verifying the appropriateness of their invoices.

ARTICLE XXI

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 to the obligations set forth herein.

ARTICLE XXII

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

ARTICLE XXIII

Venue: 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 XXIV

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.

Requesting Contract Administrator Concurrence:

By: Bonnie H. Rich Dated: 11/20/09
Bonnie H. Rich
Sr. Department Analyst
Chief Administrative Office

Requesting Department Head Concurrence:

By:  Dated: 11/20/09
Gayle Erbe-Hamlin
Chief Administrative Officer

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

-- COUNTY OF EL DORADO --

By:  Dated: 12/9/09
Gayle Erbe-Hamlin, Purchasing Agent
Chief Administrative Office
"County"

-- CONTRACTOR --

Mother Lode Van & Storage, Inc.
A California Corporation

By:  Dated: 12/2/09
Eric Ronald Larson
President
"Contractor"

By:  Dated: 12-2-09
Corporate Secretary

EXHIBIT "A"
Fee Schedule

Inventory, Design, Installation, and Reconfiguration Services on Non Prevailing Wage Rate Projects:

Straight Time:	\$35.00 per man hour
Overtime after 8 hours, Saturday, Sunday, and Holidays:	\$45.00 per man hour

Inventory, Design, Installation, and Reconfiguration Services on Prevailing Wage Rate Projects:

Straight Time:	\$43.00 per man hour
Overtime after 8 hours, Saturday, Sunday, and Holidays:	\$65.00 per man hour

Move Services:

Mover/Straight Time:	\$30.00 per man hour
Overtime after 8 hours, Saturday, Sunday, and Holidays:	\$40.00 per man hour

Van & One/Straight time:	\$55.00 per hour
Overtime after 8 hours, Saturday, Sunday, and Holidays:	\$65.00 per hour

Van & Two/Straight time:	\$85.00 per hour
Overtime after 8 hours, Saturday, Sunday, and Holidays:	\$105.00 per hour

1.5 Cubic Foot Auto-Fold Carton:	\$1.25 each
----------------------------------	-------------

EXHIBIT "B"
HIPAA Business Associate Agreement

This HIPAA Business Associate Agreement is made part of the base contract ("Underlying Agreement") to which it is attached, as of the date of commencement of the term of the Underlying Agreement (the "Effective Date").

RECITALS

WHEREAS, County and Contractor entered into the Underlying Agreement pursuant to which Contractor provides services to County, and in conjunction with the provision of such services, certain Protected Health Information ("PHI") and Electronic Protected Health Information ("E PHI") may be made available to Contractor for the purposes of carrying out its obligations under the Underlying Agreement; and

WHEREAS, the provisions of the Health Insurance Portability and Accountability Act, Pub. L. No. 104-161 of 1996 ("HIPAA"), more specifically the regulations found at Title 45, CFR, Parts 160 - 164 (the "Privacy and Security Rule"), as may be amended from time to time, which are applicable to the protection of any disclosure of PHI pursuant to the Underlying Agreement; and

WHEREAS, County is a Covered Entity, as defined in the Privacy Rule; and

WHEREAS, Contractor, when a recipient of PHI from County, is a Business Associate as defined in the Privacy Rule; and

WHEREAS, "Individual" shall have the same meaning as the term "individual" in 45 CFR § 164.501 and shall include a person who qualifies as a personal representative in accordance with 45 CFR § 164.202(g); and

WHEREAS, the parties agree that any disclosure or use of PHI or E PHI be in compliance with the Privacy and Security Rule or other applicable law;

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the Parties agree as follows:

1. **Definitions.** Unless otherwise provided in this Business Associate Agreement, capitalized terms shall have the same meanings as set forth in the Privacy Rule, as may be amended from time to time.
2. **Scope of Use and Disclosure by Contractor of County Disclosed PHI**
 - A. Contractor shall be permitted to use PHI disclosed to it by the County:
 - (1) on behalf of the County, or to provide services to the County for the purposes contained herein, if such use or disclosure would not violate the Privacy Rule if done by the County, or the minimum necessary policies and procedures of the County
 - (2) as necessary to perform any and all of its obligations under the Underlying Agreement.
 - B. Unless otherwise limited herein, in addition to any other uses and/or disclosures permitted or authorized by this Business Associate Agreement or Required by Law, Contractor may:
 - (1) use the PHI in its possession for its proper management and administration and to fulfill any legal obligations.

- (2) disclose the PHI in its possession to a third party for the purpose of Contractor's proper management and administration or to fulfill any legal responsibilities of Contractor. Contractor may disclose PHI as necessary for Contractor's operations only if:
 - (a) The disclosure is Required by Law; or
 - (b) Contractor obtains written assurances from any person or organization to which Contractor will disclose such PHI that the person or organization will:
 - (i) hold such PHI in confidence and use or further disclose it only for the purpose of which Contractor disclosed it to the third party, or as Required by Law; and,
 - (ii) the third party will notify Contractor of any instances of which it becomes aware in which the confidentiality of the information has been breached.
 - (3) aggregate the PHI and/or aggregate the PHI with that of other data for the purpose of providing County with data analyses related to the Underlying Agreement, or any other purpose, financial or otherwise, as requested by County.
 - (4) not disclose PHI disclosed to Contractor by County not authorized by the Underlying Agreement or this Business Associate Agreement without patient authorization or de-identification of the PHI as authorized in writing by County.
 - (5) de-identify any and all PHI of County received by Contractor under this Business Associate Agreement provided that the de-identification conforms to the requirements of the Privacy Rule, 45 CFR and does not preclude timely payment and/or claims processing and receipt.
- C. Contractor agrees that it will neither use nor disclose PHI it receives from County, or from another business associate of County, except as permitted or required by this Business Associate Agreement, or as Required by Law, or as otherwise permitted by law.

3. Obligations of Contractor. In connection with its use of PHI disclosed by County to Contractor, Contractor agrees to:
- A. Use or disclose PHI only as permitted or required by this Business Associate Agreement or as Required by Law.
 - B. Use reasonable and appropriate safeguards to prevent use or disclosure of PHI other than as provided for by this Business Associate Agreement.
 - C. To the extent practicable, mitigate any harmful effect that is known to Contractor of a use or disclosure of PHI by Contractor in violation of this Business Associate Agreement.
 - D. Report to County any use or disclosure of PHI not provided for by this Business Associate Agreement of which Contractor becomes aware.
 - E. Require sub-contractors or agents to whom Contractor provides PHI to agree to the same restrictions and conditions that apply to Contractor

pursuant to this Business Associate Agreement.

- F. Use appropriate administrative, technical and physical safeguards to prevent inappropriate use or disclosure of PHI created or received for or from the County.
- G. Implement administrative, physical, and technical safeguards that reasonably and appropriately protect the confidentiality, integrity, and availability of the electronic PHI that it creates, receives, maintains, or transmits on behalf of the County and to follow generally accepted system security principles as required in final rule 45 CFR Parts 160-164.
- H. Contractor will report any security incident of which it becomes aware to the County. Security incident means the attempted or successful unauthorized access, use, disclosure, modification, or destruction of information or interference with system operations. This does not include trivial incidents that occur on a daily basis, such as scans or "pings".
- I. Obtain and maintain knowledge of the applicable laws and regulations related to HIPAA, as may be amended from time to time.
- J. May use PHI to report violations of law to appropriate Federal and State Authorities, consistent with § 164.502(j) (1).

4. PHI Access, Amendment and Disclosure Accounting. Contractor agrees to:

- A. Provide access, at the request of County, within five (5) days, to PHI in a Designated Record Set, to the County, or to an Individual as directed by the County.
- B. To make any amendment(s) to PHI in a Designated Record Set that the County directs or agrees to at the request of County or an Individual within sixty (60) days of the request of County.
- C. To assist the County in meeting its disclosure accounting under HIPAA:
 - (1) Contractor agrees to document such disclosures of PHI and information related to such disclosures as would be required for the County to respond to a request by an Individual for an accounting of disclosures of PHI.
 - (2) Contractor agrees to provide to County or an Individual, within sixty (60) days, information collected in accordance with this section to permit the County to respond to a request by an Individual for an accounting of disclosures of PHI.
 - (3) Contractor shall have available for the County the information required by this section for the six (6) years preceding the County's request for information (except the Contractor need have no information for disclosures occurring before April 14, 2003).
- D. Make available to the County, or to the Secretary of Health and Human Services, Contractor's internal practices, books and records relating to the use of and disclosure of PHI for purposes of determining Contractor's compliance with the Privacy Rule, subject to any applicable legal restrictions.
- E. Within thirty (30) days of receiving a written request from County, make available any and all information necessary for County to make an accounting of disclosures of County PHI by Contractor.

- F. Within sixty (60) days of receiving a written request from County, incorporate any amendments or corrections to the PHI in accordance with the Privacy Rule in the event that the PHI in Contractor's possession constitutes a Designated Record Set.
- G. Not make any disclosure of PHI that County would be prohibited from making.

5. Obligations of County.

- A. County agrees that it will make its best efforts to promptly notify Contractor in writing of any restrictions on the use and disclosure of PHI agreed to by County that may affect Contractor's ability to perform its obligations under the Underlying Agreement, or this Business Associate Agreement.
- B. County agrees that it will make its best efforts to promptly notify Contractor in writing of any changes in, or revocation of, permission by any Individual to use or disclose PHI, if such changes or revocation may affect Contractor's ability to perform its obligations under the Underlying Agreement, or this Business Associate Agreement.
- C. County agrees that it make it's best efforts to promptly notify Contractor in writing of any known limitation(s) in its notice of privacy practices to the extent that such limitation may affect Contractor's use of disclosure of PHI.
- D. County shall not request Contractor to use or disclose PHI in any manner that would not be permissible under the Privacy Rule if done by County, except as may be expressly permitted by the Privacy Rule.
- E. County will obtain any authorizations necessary for the use or disclosure of PHI, so that Contractor can perform its obligations under this Business Associate Agreement and/or the Underlying Agreement.

6. Term and Termination.

- A. Term – this Business Associate Agreement shall commence upon the Effective Date and terminate upon the termination of the Underlying Agreement, as provided therein when all PHI provided by the County to Contractor, or created or received by Contractor on behalf of the County, is destroyed or returned to the County, or, or if it is infeasible to return or destroy PHI, protections are extended to such information, in accordance with the termination provisions in this Section.
- B. Termination for Cause. Upon the County's knowledge of a material breach by the Contractor, the County shall either:
 - (1) Provide an opportunity for the Contractor to cure the breach or end the violation and terminate this Agreement if the Contractor does not cure the breach or end the violation within the time specified by the County.
 - (2) Immediately terminate this Agreement if the Contractor has breached a material term of this Agreement and cure is not possible; or

- (3) If neither termination nor cures are feasible, the County shall report the violation to the Secretary.

C. Effect of Termination.

- (1) Except as provided in paragraph (2) of this section, upon termination of this Agreement, for any reason, the Contractor shall return or destroy all PHI received from the County, created or received by the Contractor on behalf of the County. This provision shall apply to PHI that is in the possession of subcontractors or agents of the Contractor. Contractor shall retain no copies of the PHI.
- (2) In the event that the Contractor determines that returning or destroying the PHI is infeasible, Contractor shall provide to the County notification of the conditions that make return or destruction infeasible. Upon {negotiated terms} that return or destruction of PHI is infeasible, Contractor shall extend the protections of this Agreement to such PHI and limit further uses and disclosures of such PHI to those purposes that make the return or destruction infeasible, for so long as the Contractor maintains such PHI.

7. HIPAA Business Associate Indemnity

Contractor shall indemnify and hold harmless all Agencies, Districts, Special Districts and Departments of the County, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives from any liability whatsoever, based or asserted upon any services of Contractor, its officers, employees, subcontractors, agents or representatives arising out of or in any way relating to this Business Associate Agreement, including but not limited to property damage, bodily injury, or death or any other element of any kind or nature whatsoever including fines, penalties or any other costs and resulting from any reason whatsoever arising from the performance of Contractor, its officers, agents, employees, subcontractors, agents or representatives from this Business Associate Agreement. Contractor shall defend, at its sole expense, all costs and fees including but not limited to attorney fees, cost of investigation, defense and settlements or awards all Agencies, Districts, Special Districts and Departments of the County, their respective directors, officers, Board of Supervisors, elected and appointed officials, employees, agents and representatives in any claim or action based upon such alleged acts or omissions.

With respect to any action or claim subject to indemnification herein by Contractor, Contractor shall, at their sole cost, have the right to use counsel of their choice, subject to the approval of County, which shall not be unreasonably withheld, and shall have the right to adjust, settle, or compromise any such action or claim without the prior consent of County; provided, however, that any such adjustment, settlement or compromise in no manner whatsoever limits or circumscribes Contractor's indemnification to County as set forth herein. Contractor's obligation to defend, indemnify and hold harmless County shall be subject to County having given Contractor written notice within a reasonable

period of time of the claim or of the commencement of the related action, as the case may be, and information and reasonable assistance, at Contractor's expense, for the defense or settlement thereof. Contractor's obligation hereunder shall be satisfied when Contractor has provided to County the appropriate form of dismissal relieving County from any liability for the action or claim involved.

The specified insurance limits required in the Underlying Agreement of this Business Associate Agreement shall in no way limit or circumscribe Contractor's obligations to indemnify and hold harmless the County herein from third party claims arising from the issues of this Business Associate Agreement.

In the event there is conflict between this clause and California Civil Code Section 2782, this clause shall be interpreted to comply with Civil Code 2782. Such interpretation shall not relieve the Contractor from indemnifying the County to the fullest extent allowed by law.

In the event there is a conflict between this indemnification clause and an indemnification clause contained in the Underlying Agreement of this Business Associate Agreement, this indemnification shall only apply to the subject issues included within this Business Associate Agreement.

8. Amendment – the parties agree to take such action as is necessary to amend this Business Associate Agreement from time to time as is necessary for County to comply with the Privacy Rule, 45 CFR, and HIPAA generally.
9. Survival – the respective rights and obligations of this Business Associate Agreement shall survive the termination or expiration of this Business Associate Agreement.
10. Regulatory References – a reference in this Business Associate Agreement to a section in the Privacy Rule means the section as in effect or as amended.
11. Conflicts - any ambiguity in this Business Associate Agreement and the Underlying Agreement shall be resolved to permit County to comply with the Privacy Rule, 45 CFR, and HIPAA generally.

Dated: 12-2-09

Dated: 12/11/09

Signed: Eric Ronald Larson

Eric Ronald Larson
President
Mother Lode Van & Storage, Inc.

Signed: Gayle Erbe-Hamlin

Gayle Erbe-Hamlin
Purchasing Agent