

**FRESNO COUNTY RURAL TRANSIT AGENCY  
AGREEMENT FOR CONTRACTOR SERVICES**

This AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2021 (“Execution Date”) by and between the FRESNO COUNTY RURAL TRANSIT AGENCY, 2035 Tulare St., Suite 201, Fresno, California 93721, a joint powers Public Agency (hereafter referred to as "FCRTA"), and Fresno County Economic Opportunities Commission, a California non-profit public benefit corporation (hereafter referred to as "CONTRACTOR"), located at 1920 Mariposa Street, Suite 300, Fresno, California 93721, and doing business as Fresno EOC. FCRTA and CONTRACTOR are each a “Party” to this Agreement and collectively are the “Parties” to this Agreement.

**WITNESSETH:**

WHEREAS, FCRTA and FAX released a Notice of Funding Availability (a "NOFA") for social service transportation services and, as a result, Fresno EOC responded to the NOFA in the form of an Operations Program & Budget proposal detailed in Section I. Paragraph A. (hereafter referred to as “PROJECT”); and

WHEREAS, CONTRACTOR represents that it is qualified to perform the services required for the PROJECT and is willing to perform such services pursuant to the terms and conditions stated in this Agreement; and

NOW, THEREFORE, it is agreed by FCRTA and CONTRACTOR as follows:

**I. CONTRACTOR’S OBLIGATIONS**

A. The CONTRACTOR shall perform all work necessary to operate the PROJECT. CONTRACTOR shall perform all operative and administrative tasks for the PROJECT. The PROJECT shall consist of providing social services transportation to the rural areas of Fresno County as detailed in the Urban & Rural Social Service Transportation Proposed Operations Program & Budget FY 2021-2022 (hereafter referred to as Exhibit A and incorporated herein by this reference).

B. CONTRACTOR shall perform the tasks and services contemplated by this Agreement according to the PROJECT as set in Section I. Paragraph A. and according to the requirements of this Agreement.

C. CONTRACTOR shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which CONTRACTOR is engaged in the geographical area in which CONTRACTOR practices his profession. All products and services that CONTRACTOR delivers pursuant to this Agreement shall be timely provided in a substantial, first-class manner and conform to the standards of CONTRACTOR’s profession.

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## II. FCRTA's OBLIGATIONS

A. FCRTA shall compensate CONTRACTOR as provided in section III of this Agreement.

B. FCRTA will make available to the CONTRACTOR any document, studies, or other information in its possession related to the PROJECT.

## III. COMPENSATION

### A. Total Compensation.

Notwithstanding any other provision in this Agreement, the basic fee for the services rendered shall be limited by an amount not to exceed the sum of FOUR HUNDRED THIRTEEN THOUSAND and NO/100 DOLLARS (\$413,000.00) as detailed in Exhibit A.

### B. Payments.

FCRTA shall make payments to CONTRACTOR upon receipt and approval by FCRTA of CONTRACTOR's invoices, based upon completion of the task and services as set forth in Section I Paragraph A and Exhibit A. Payments to CONTRACTOR shall be based upon FCRTA's evaluation of the completion of each respective component.

### C. Invoices.

CONTRACTOR shall submit two copies of each invoice with reasonably sufficient supporting documentation of work billed and costs charged by Task as set forth in Section I Paragraph A, to FCRTA, specifying those services which CONTRACTOR believes have been completed. The invoice shall specify: (1) hours worked multiplied times the billing rates, (2) an itemization of other direct cost and/or subcontractor fees; (3) the total amount billed for the current period, (4) the total amount billed to-date for the project. (5) the retention amount withheld.

### D. Payment.

Following receipt of a proper invoice, FCRTA shall determine whether CONTRACTOR has adequately performed to the reasonable satisfaction of FCRTA the item(s) for which CONTRACTOR seeks payment, and shall remit payment within thirty (30) days of receipt.

### E. Progress reports.

Within fifteen (15) days of the end of the quarter, CONTRACTOR shall provide to FCRTA a written progress report adequately describing the services billed and provided under Section I Paragraph A and Exhibit A, summarizing the status of the PROJECT in regards to task completion, timelines, and budget, and discussing accidents and incidents.

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F. Disputes.

If FCRTA determines that CONTRACTOR has not adequately performed any such task or services, FCRTA shall inform CONTRACTOR of those acts in writing which are necessary for satisfactory completion of the item(s). CONTRACTOR shall undertake any and all work to satisfactorily complete the item(s) at no additional charge to FCRTA. In the event there is a dispute over an alleged error or omission by CONTRACTOR, FCRTA shall have the right to withhold payment of CONTRACTOR's fees in the disputed amount.

FCRTA and CONTRACTOR shall endeavor to resolve any dispute informally between them. In the event the dispute cannot be thus resolved, either Party may request the Parties engage in arbitration or mediation (hereafter referred to as "arbitration") of the dispute before an independent arbitrator. In the case the Parties mutually agree to arbitrate the dispute, they shall mutually select an independent arbitrator or panel of arbitrators from Judicial Arbitration and Mediation Services, Inc. ("JAMS"), or another entity mutually agreed to. In the event a panel of arbitrators is selected, each Party shall select one member, and shall mutually agree on a third member of the panel. Any arbitration shall occur in Fresno County, California.

**IV. TERMINATION**

A. Termination Without Cause.

This Agreement may be terminated without cause at any time by FCRTA or the CONTRACTOR upon thirty (30) calendar days written notice. If FCRTA terminates this Agreement, CONTRACTOR shall be compensated for services satisfactorily completed to the date of termination based upon the compensation rates and subject to the maximum amounts payable agreed to in Section III.

B. Breach of Contract.

FCRTA may immediately suspend or terminate this Agreement in whole or in part, where in the determination of FCRTA there is:

1. an illegal or improper use of funds;
2. a failure to comply with any term of this Agreement;
3. a substantially incorrect or incomplete report, study, or other documents or documentation submitted to FCRTA;
4. improperly performed services under this Agreement.

In no event shall any payment by FCRTA constitute a waiver by FCRTA of any breach of this Agreement or any default which may then exist on the part of the CONTRACTOR. Neither shall such payment impair or prejudice any remedy available to FCRTA with respect to the breach or default.

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C. Non-Allocation of Funds.

The terms of this Agreement, and the services to be provided hereunder, are contingent on the approval of funds by the appropriating government agency. CONTRACTOR services and reimbursements beyond June 30, 2022, are subject to the inclusion of this project in the FCRTA FY 2022-23 Budget. Should sufficient funds not be allocated, the services to be provided hereunder may be modified, or this Agreement terminated by FCRTA's giving the CONTRACTOR thirty (30) days advance written notice. FCRTA shall notify CONTRACTOR at the earliest reasonable time that funds may not be allocated towards this Agreement, and the Parties shall work in good faith.

D. In the event of any termination of this Agreement, all finished and unfinished work materials, including, without limitation, notes, minutes, research, documents, maps, graphs, and studies, shall be FCRTA's property, and at FCRTA's sole option, shall be delivered by CONTRACTOR to FCRTA.

V. RIGHT TO PUBLISH/OWNERSHIP OF MATERIALS

FCRTA shall be the owner of all materials produced pursuant to this Agreement upon completion and full performance of this Agreement by CONTRACTOR and shall have the right to publish, disclose, distribute, and otherwise use, in whole or in part, any reports, data, or other materials prepared by CONTRACTOR under this Agreement. CONTRACTOR shall not be liable for misuse or modification beyond their control by FCRTA of materials produced pursuant to this agreement.

VI. INDEPENDENT CONTRACTOR

In performance of the work, duties, and obligations assumed by CONTRACTOR to be provided under this Agreement, it is mutually expressly understood and agreed that CONTRACTOR, including any and all of CONTRACTOR's officers, agents, and employees will at all times be acting and performing as an independent contractor, and shall act in an independent capacity and not as an officer, agent, servant, employee, joint venture, partner, or associate of FCRTA. Furthermore, FCRTA shall have no right to control or supervise or direct the manner or method by which CONTRACTOR shall perform its work and function. However, FCRTA shall retain the right to administer this Agreement so as to verify that CONTRACTOR is performing its obligations in accordance with the terms and conditions thereof. CONTRACTOR and FCRTA shall comply with all applicable provisions of law and the rules and regulations, if any, of governmental authorities having jurisdiction over matters the subject thereof.

Because of its status as an independent contractor, CONTRACTOR and its agents and employees shall have absolutely no right to employment rights and benefits available to FCRTA employees. CONTRACTOR shall be solely liable and responsible for providing to, or on behalf of, its employees all legally-required employee benefits. In addition, CONTRACTOR shall be solely responsible and save FCRTA harmless from all matters relating to payment of CONTRACTOR's employees, including compliance with Social Security, withholding, and all other regulations governing such matters. It is acknowledged that during the term of this

Agreement, CONTRACTOR may be providing services to others unrelated to FCRTA or to this Agreement.

## **VII. ASSIGNMENT**

CONTRACTOR shall not assign or subcontract its duties under this Agreement without the prior express written consent of the FCRTA. No such consent shall be construed as making the FCRTA a party to such subcontract, or subjecting the FCRTA to liability of any kind to any subcontractor.

No subcontract whether existing or later entered into as set forth herein, under any circumstances shall relieve the CONTRACTOR of his liability and obligation under this contract, and all transactions with the FCRTA must be through the CONTRACTOR. Subcontractors may not be changed by CONTRACTOR without the prior express written approval of FCRTA.

CONTRACTOR has named subcontractors (“Approved Subcontractors”) as subcontractor(s) for the purposes of this Agreement. The Approved Subcontractors are listed in Section IV.2 of Exhibit A, attached hereto. The Parties may agree to add to the list of Approved Subcontractors in a mutually agreed upon writing. CONTRACTOR represents and covenants by entering into this Agreement that it is the prime contractor in this Agreement, and that it is responsible for all acts or omissions of its said subcontractors, if any. CONTRACTOR shall also be responsible for submitting invoices, in accordance with the requirements of Section III of this Agreement, to FCRTA for work performed by the Approved Subcontractors, and shall remit payment to the Approved Subcontractors in accordance with the agreements between CONTRACTOR and the Approved Subcontractors. FCRTA shall have no responsibility to provide compensation directly to the approved Subcontractors, if any.

## **VIII. BINDING NATURE OF AGREEMENT; MODIFICATION**

The Parties agree that all of the terms of this Agreement and its Exhibits shall be binding upon them and that together these terms constitute the entire Agreement of the Parties with respect to the subject matter hereof. No variation or modification of this Agreement and no waiver of any of its provisions or conditions shall be valid unless in writing and signed by duly authorized representatives of the Parties. This Agreement shall be binding upon FCRTA, the CONTRACTOR, and their successors in interest, legal representatives, executors, administrators, and assigns with respect to all covenants as set forth herein.

## **IX. INDEMNITY**

CONTRACTOR agrees to indemnify, save, hold harmless, and at FCRTA’s request, defend the FCRTA, its boards, committees, representatives, officers, agents, and employees from and against any and all costs and expenses (including reasonable attorneys’ fees and litigation costs), damages, liabilities, claims, and losses (whether in contract, tort, or strict liability, including, but not limited to, personal injury, death, and property damage) occurring or resulting to FCRTA to the extent they are caused from any negligent, recklessness or willful misconduct of CONTRACTOR, its officers, agents, subcontractors, or employees in their performance of this Agreement, and from any and all costs and expenses (including reasonable

attorneys' fees and litigation costs), damages, liabilities, claims, and losses (whether in contract, tort, or strict liability, including, but not limited to, personal injury, death and property damage), occurring or resulting to any person, firm, corporation, or entity who may be injured or damaged to the extent such injury or damage arises from any negligent acts, errors or omissions of CONTRACTOR, its officers, agents, subcontractors, or employees in their performance of this Agreement.

**X. NON DISCRIMINATION AND DBE**

CONTRACTOR shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. CONTRACTOR shall carry out all applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract and such other remedy as FCRTA deems appropriate.

**XI. INSURANCE**

The CONTRACTOR shall secure and maintain throughout the term of this Agreement, or extensions thereof, automobile liability (Bodily Injury and Property Damage) not less than \$5,000,000 per occurrence. If the Commercial General Liability Form or any other policy with a general aggregate limit is used, either the aggregate limit shall be endorsed to apply separately to this project or the aggregate limit shall be twice the above occurrence limit;

The CONTRACTOR shall provide the FCRTA with valid certificates of insurance reflecting the above and further, that said coverage has the following endorsements:

1. In that the FCRTA and their appointive and elective officers and employees are additionally named insured.
2. That said policy shall not be canceled or terminated except upon thirty (30) days prior written notice to the other Parties of this agreement.

Said certificates or other proof of the required insurance, acceptable to the CONTRACTOR, shall be provided before the Contractor commences performance under this Agreement or extensions thereof.

The CONTRACTOR shall report any and all motor vehicle accidents, injuries, and other passenger incidents (hereafter "Occurrence") to the FCRTA Operations Manager. A written report, using the Diver Collision Report Form and/or Motor Vehicle Accident Report form (collectively attached hereto as Exhibit B and incorporated herein by reference), shall be submitted to FCRTA within twenty-four (24) hours of the Occurrence. The Occurrence shall be rated under the following classifications: "preventable" or "non-preventable"; "at-fault" or "not-at-fault" to assist in risk management follow-up and on-going in-service training of all drivers. CONTRACTOR shall, at its discretion, use any Occurrence to assist in training its personnel under this Agreement. After review of the Occurrence, CONTRACTOR, in concert with CONTRACTOR's insurance carrier, will evaluate and determine which classification the

Occurrence falls under to determine corrective action, if any. The CONTRACTOR shall assume any and all liability for non-compliance with this provision.

The CONTRACTOR shall secure and maintain workers compensation coverage as required by statute. The CONTRACTOR shall assume any and all liability for noncompliance with this provision.

## **XII. CONFLICT OF INTEREST**

CONTRACTOR covenants that it has no interest, and will not have any interest, direct or indirect, which would conflict in any manner with the performances of the services required hereunder.

## **XIII. EFFECTIVE DATE, TERM**

This Agreement shall become effective as of the Execution Date and shall remain in full force and effect through June 30, 2022 unless sooner terminated or unless its term is extended. Upon the mutual written Agreement of the Parties hereto, this Agreement may be extended beyond that date.

## **XIV. NOTICES**

Any and all notices between FCRTA and the CONTRACTOR provided for or permitted under this Agreement or by law shall be in writing and shall be deemed duly served when personally delivered to one of the Parties, or in lieu of such personal service, when deposited in the United States Mail, postage prepaid, addressed to such Party, at such addresses set forth below:

**FCRTA**  
Fresno County Rural Transit Agency  
2035 Tulare St., Suite 201  
Fresno, CA 93721

**CONTRACTOR**  
Fresno Economic Opportunities Commission  
1920 Mariposa Street, Suite 300,  
Fresno, CA 93721

For all claims arising out of or related to this Agreement, nothing in this section establishes, waives, or modifies any claims presentation requirements or procedures provided by law, including but not limited to the Government Claims Act (Division 3.6 of Title 1 of the Government Code, commencing with section 810).

## **XV. PROJECT MANAGER**

The CONTRACTOR's project managers shall be Thomas Dulin, Transit Operations Manager, and Chris Erwin, Transit Financial Manager. CONTRACTOR may not change its project managers without obtaining prior express written approval by FCRTA. It is understood by the Parties hereto that in entering into an agreement of this type with CONTRACTOR, FCRTA has evaluated Exhibit A and taken into consideration the project team designated therein for this

PROJECT, including but not limited to CONTRACTOR's designation of Thomas Dulin and Chris Erwin as the project managers for said PROJECT.

#### **XVI. VENUE; GOVERNING LAW**

Venue for any claim or action arising under this Agreement shall only be in Fresno County, California. This Agreement shall be governed in all respects by the laws of the State of California.

#### **XVII. COMPLIANCE WITH LAWS**

CONTRACTOR shall comply with all current Federal, State, and local laws, ordinances, and regulations applicable in carrying out its obligations under this Agreement.

CONTRACTOR agrees that Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31 et. seq., shall be used to determine the eligibility of individual items of cost.

CONTRACTOR also agrees to comply with applicable federal procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

For the purpose of determining compliance with Public Contract Code 10115, et seq. and Title 21, California Code of Regulations, Chapter 21, Section 2500 et seq., when applicable, and other matters connected with the performance of the contract pursuant to Government Code 8546.7, the CONTRACTOR, contractor's subcontractors, and the FCRTA shall maintain all books, documents, papers, accounting records, and other evidence pertaining to the performance of the contract, including but not limited to, the cost of administering the contract. All Parties shall make such material available at their respective offices at all reasonable times during the contract period and for three years from the date of final payment under the contract. Any duly authorized representative of the FCRTA, the state, or federal government shall have access to any books, records, and documents that are pertinent to the contract for audits examinations, excerpts, and transactions, and copies thereof shall be furnished if requested.

Any costs for which payment has been made to CONTRACTOR that are determined by subsequent audit to be unallowable under Title 2, CFR part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards or 2 CFR, Part 1201, Uniform Administrative Requirements Costs Principles, and Audit Requirements for Federal Awards, are subject to repayment by Contractor to FCRTA.

#### **XVIII. CONTRACTOR'S LEGAL AUTHORITY**

Each individual executing or attesting this Agreement on behalf of CONTRACTOR hereby covenants, warrants, and represents: (1) that he or she is duly authorized to execute or attest and deliver this Agreement on behalf of such corporation in accordance with a duly adopted resolution of the corporation's board of directors and in accordance with such corporation's article of incorporation or charter and bylaws; (2) that this Agreement is binding



upon such corporation; and (3) that CONTRACTOR is a duly organized and legally existing corporation in good standing in the State of California.

**XIX. NO THIRD PARTY BENEFICIARIES**

Notwithstanding anything else to the contrary herein, the Parties acknowledge and agree that no other person, firm, corporation, or entity shall be deemed an intended third-party beneficiary of this Agreement.

**XX. SEVERABILITY**

In the event any provisions of this Agreement are held by a court of competent jurisdiction to be invalid, void, or unenforceable, the Parties will use their best efforts to meet and confer to determine how to mutually amend such provisions with valid and enforceable provisions, and the remaining provisions of this Agreement will nevertheless continue in full force and effect without being impaired or invalidated in any way.

**XXI. HEADINGS; CONSTRUCTION; STATUTORY REFERENCES**

The headings of the sections and paragraphs of this Agreement are for convenience only and shall not be used to interpret this Agreement. This Agreement is the product of negotiation between the Parties. The language of this Agreement shall be construed as a whole according to its fair meaning and not strictly for or against any Party. Any rule of construction to the effect that ambiguities are to be resolved against the drafting party shall not apply in interpreting this Agreement. All references in this Agreement to particular statutes, regulations, ordinances or resolutions of the United States, the State of California, or the County of Fresno shall be deemed to include the same statute, regulation, ordinance or resolution as hereafter amended or renumbered, or if repealed, to such other provisions as may thereafter govern the same subject.

**XXII. DRUG FREE WORK PLACE**

CONTRACTOR shall certify compliance with Government Code Section 8355 pertaining to providing a drug-free workplace per Exhibit A- "Drug Free Workplace Certification", attached hereto and incorporated herein by this reference as though set forth in full.

**XXIV. INTEGRATED AGREEMENT**

This Agreement represents the full and complete understanding of the Parties with respect to the subject matter hereof, and all preliminary negotiations and oral or written agreements with respect thereto are merged herein. No verbal agreement or implied covenant shall be held to vary the provisions hereof.

**(Signature page follows.)**

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed as of the Effective Date.

FRESNO COUNTY RURAL TRANSIT AGENCY

By \_\_\_\_\_  
MOSES STITES, General Manager

CONTRACTOR,

By \_\_\_\_\_  
EMILIA REYES, Chief Executive Officer

APPROVED AS TO LEGAL FORM ON BEHALF OF THE FCRTA:

DANIEL C. CEDERBORG, County Counsel

E-Signed by  
Bryan D. Rome

By Bryan D. Rome on June 21, 2021  
BRYAN D. ROME, Deputy County Counsel

APPROVED AS TO LEGAL FORM ON BEHALF OF THE CONTRACTOR:

BAKER MANOCK & JENSEN, P.C.

By \_\_\_\_\_  
KENNETH J. PRICE