

**RECEIVED**

**AGREEMENT FOR  
PROFESSIONAL SERVICES**

SEP 25 2006

THIS AGREEMENT for Consulting services ("Agreement") is made as of **TRIA** Agreement Date set forth below by and between the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY of Yuba County, a political subdivision of the State of California ("THREE RIVERS LEVEE IMPROVEMENT AUTHORITY"), and SCI CONSULTING GROUP ("CONTRACTOR").

In consideration of the Services to be rendered, the sums to be paid, and each and every covenant and condition contained herein, the parties hereto agree as follows:

**OPERATIVE PROVISIONS**

**1. SERVICES.**

The CONTRACTOR shall provide those services described in Attachment "A", Provision A-1. CONTRACTOR shall provide said services at the time, place and in the manner specified in Attachment "A", Provisions A-2 through A-3.

**2. TERM.**

Commencement Date: September 26, 2006

Termination Date: August 31, 2008

Notwithstanding the term set forth above, and unless this contract is terminated by either party prior to its termination date, the term of this Agreement shall be automatically extended from the termination date for ninety days. The purpose of this automatic extension is to allow for continuation of services, and to allow THREE RIVERS LEVEE IMPROVEMENT AUTHORITY time in which to complete a novation or renewal contract for CONTRACTOR and THREE RIVERS LEVEE IMPROVEMENT AUTHORITY approval.

CONTRACTOR understands and agrees that there is no representation, implication, or understanding that the services provided by CONTRACTOR pursuant to this Agreement will be purchased by THREE RIVERS LEVEE IMPROVEMENT AUTHORITY under a new agreement following expiration or termination of this Agreement, and CONTRACTOR waives all rights or claims to notice or hearing respecting any failure to continue purchase of all or any such services from CONTRACTOR.

**3. PAYMENT.**

THREE RIVERS LEVEE IMPROVEMENT AUTHORITY shall pay CONTRACTOR for services rendered pursuant to this Agreement at the time and in the amount set forth in Attachment "B". The payment specified in Attachment "B" shall be the only payment made to CONTRACTOR for services rendered pursuant to this Agreement. CONTRACTOR shall submit all billings for said services to THREE RIVERS LEVEE IMPROVEMENT AUTHORITY in the manner specified in Attachment "B".

**4. FACILITIES, EQUIPMENT AND OTHER MATERIALS AND OBLIGATIONS OF THREE RIVERS LEVEE IMPROVEMENT AUTHORITY.**

CONTRACTOR shall, at its sole cost and expense, furnish all facilities, equipment, and other materials which may be required for furnishing services pursuant to this Agreement, unless an exception to this requirement is provided in Attachment "A", Provision A-4.

**5. GENERAL PROVISIONS.**

The general provisions set forth in Attachment "C" are part of this Agreement. Any inconsistency between said general provisions and any other terms or conditions of this Agreement shall be controlled by the other term or condition insofar as it is inconsistent with the general provisions.

**6. DESIGNATED REPRESENTATIVES.**

Paul G. Brunner, Executive Director, is the representative of the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY and will administer this Agreement for the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY. Gerard van Steyn, is the authorized representative for CONTRACTOR. Changes in designated representatives shall occur only by advance written notice to the other party.

**7. ATTACHMENTS.**

All attachments referred to herein are attached hereto and by this reference incorporated herein. Attachments include:

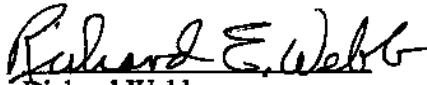
- Attachment A - Services
- Attachment B - Payment
- Attachment C - General Provisions

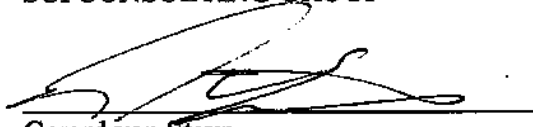
8. **TERMINATION.** THREE RIVERS LEVEE IMPROVEMENT AUTHORITY and CONTRACTOR shall each have the right to terminate this Agreement upon 30 days written notice to the other party.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on September 26, 2006.

THREE RIVERS LEVEE  
IMPROVEMENT AUTHORITY

SCI CONSULTING GROUP


  
Richard Webb  
Chairman

  
Gerard van Steyn  
President

ATTEST:  
DONNA STOTTEMEYER,  
SECRETARY

APPROVED AS TO FORM:  
DANIEL G. MONTGOMERY

THREE RIVERS LEVEE IMPROVEMENT  
AUTHORITY COUNSEL





## **ATTACHMENT A**

### **A.1 SCOPE OF SERVICES AND DUTIES.**

The services to be provided by CONTRACTOR and the scope of CONTRACTOR's duties are described in Exhibit A in the attached Appendix.

### **A.2. TIME SERVICES RENDERED.**

The services to be provided by CONTRACTOR shall extend from the date of execution of this agreement through August 31, 2008 unless extended by the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY.

### **A.3. MANNER SERVICES ARE TO BE PERFORMED.**

As an independent contractor, CONTRACTOR shall be responsible for providing services and fulfilling obligations hereunder in a professional manner: THREE RIVERS LEVEE IMPROVEMENT AUTHORITY shall not control the manner of performance.

### **A.4. FACILITIES FURNISHED BY THREE RIVERS LEVEE IMPROVEMENT AUTHORITY.**

CONTRACTOR shall, at his/her sole cost and expense, furnish all facilities, equipment, and other materials which may be required for furnishing services pursuant to this Agreement.

**ATTACHMENT B**

**PAYMENT**

THREE RIVERS LEVEE IMPROVEMENT AUTHORITY shall pay CONTRACTOR as follows:

**B.1 BASE CONTRACT FEE.** THREE RIVERS LEVEE IMPROVEMENT AUTHORITY shall pay CONTRACTOR a contract fee not to exceed \$94,050; CONTRACTOR shall submit requests for payment after completion of services or no later than the tenth (10th) day of the month following provision of services. In no event shall total compensation paid to CONTRACTOR under this Provision B.1 exceed \$94,050 without an amendment to this Agreement approved by the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY. Payment shall be in accordance with the Fee Schedule detailed in Exhibit B in the Appendix.

**B.2 TRAVEL COSTS.** THREE RIVERS LEVEE IMPROVEMENT AUTHORITY shall not pay CONTRACTOR for meals, lodging or other travel costs not included in this Agreement unless said costs are approved in advance by the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY representative (Operative Provision 3) and then THREE RIVERS LEVEE IMPROVEMENT AUTHORITY shall pay THREE RIVERS LEVEE IMPROVEMENT AUTHORITY per diem rates in effect on the date of invoice upon presentation of invoices.

**B.3 AUTHORIZATION REQUIRED.** Services performed by CONTRACTOR and not authorized in this Agreement shall not be paid for by THREE RIVERS LEVEE IMPROVEMENT AUTHORITY. Payment for additional services shall be made to CONTRACTOR by THREE RIVERS LEVEE IMPROVEMENT AUTHORITY if, and only if, this Agreement is amended by both parties in advance of performing additional services.

## ATTACHMENT C

### GENERAL PROVISIONS

**C.1 INDEPENDENT CONTRACTOR STATUS.** At all times during the term of this Agreement, the following apply:

**C.1.1** All acts of CONTRACTOR shall be performed as an independent contractor and not as an agent, officer or employee of THREE RIVERS LEVEE IMPROVEMENT AUTHORITY. It is understood by both CONTRACTOR and THREE RIVERS LEVEE IMPROVEMENT AUTHORITY that this Agreement is by and between two independent contractors and is not intended to and shall not be construed to create the relationship of agent, servant, employee, partnership, joint venture or association.

**C.1.2** CONTRACTOR shall have no claim against THREE RIVERS LEVEE IMPROVEMENT AUTHORITY for employee rights or benefits, including, but not limited to, seniority, vacation time, vacation pay, sick leave, personal time off, overtime, medical, dental or hospital benefits, civil service protection, disability retirement benefits, paid holidays or other paid leaves of absence.

**C.1.3** CONTRACTOR is solely obligated to pay all applicable taxes, deductions and other obligations, including, but not limited to, federal and state income taxes, withholding and Social Security taxes, unemployment and disability insurance and Workers' Compensation and Medi-Care payments.

**C.1.4** As an independent contractor, CONTRACTOR is not subject to the direction and control of THREE RIVERS LEVEE IMPROVEMENT AUTHORITY except as to the final result contracted for under this Agreement. THREE RIVERS LEVEE IMPROVEMENT AUTHORITY may not require CONTRACTOR to change its manner of doing business, but may require it to redirect its efforts to accomplish what it has agreed to do.

**C.1.5** CONTRACTOR may provide services to others during the same period service is provided to THREE RIVERS LEVEE IMPROVEMENT AUTHORITY under this Agreement.

**C.1.6** If in the performance of this Agreement any third persons are employed by CONTRACTOR, such persons shall be entirely and exclusively under the direction, supervision and control of CONTRACTOR. All terms of employment including hours, wages, working conditions, discipline, hiring and discharging or any other term of employment or requirements of law shall be determined by the CONTRACTOR.

**C.1.7** As an independent contractor, CONTRACTOR hereby indemnifies and holds THREE RIVERS LEVEE IMPROVEMENT AUTHORITY harmless from

any and all claims that may be made against THREE RIVERS LEVEE IMPROVEMENT AUTHORITY based on any contention by any third party that an employer-employee relationship exists by reason of this Agreement.

**C.2 LICENSES, PERMITS, ETC.** CONTRACTOR represents and warrants to THREE RIVERS LEVEE IMPROVEMENT AUTHORITY that it has all licenses, permits, qualifications, and approvals of whatsoever nature which are legally required for CONTRACTOR to practice its profession. CONTRACTOR represents and warrants to THREE RIVERS LEVEE IMPROVEMENT AUTHORITY that CONTRACTOR shall, at its sole cost and expense, keep in effect or obtain at all times during the term of this Agreement, any licenses, permits, and approvals which are legally required for CONTRACTOR to practice its profession at the time the services are performed. Failure of the CONTRACTOR to comply with this provision shall authorize the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY to immediately terminate this agreement notwithstanding Operative Provision No. 8.

**C.3 TIME.** CONTRACTOR shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary for the satisfactory performance of CONTRACTOR'S obligations pursuant to this Agreement. Neither party shall be considered in default of this Agreement to the extent performance is prevented or delayed by any cause, present or future, which is beyond the reasonable control of the party.

**C.4 INSURANCE.** Prior to rendering services provided by the terms and conditions of this Agreement, CONTRACTOR or its subcontractors shall acquire and maintain during the term of this Agreement, insurance coverage, through and with an insurer acceptable to THREE RIVERS LEVEE IMPROVEMENT AUTHORITY, naming the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY and any related agency governed by the Board of Supervisors which is letting the contract or for whom the services under the contract are being provided, and THREE RIVERS LEVEE IMPROVEMENT AUTHORITY'S, or related agency's, officials, employees, and volunteers as additional insured, (hereinafter referred to as "the insurance"). The limits of insurance herein shall not limit the liability of the CONTRACTOR hereunder.

**C.4.1 TERM.** Policies of insurance shall be in effect during the term of this Agreement and shall provide that they may not be canceled without first providing THREE RIVERS LEVEE IMPROVEMENT AUTHORITY with thirty (30) days written notice of such intended cancellation. If CONTRACTOR fails to maintain the insurance provided herein, THREE RIVERS LEVEE IMPROVEMENT AUTHORITY may secure such insurance and deduct the cost thereof from any funds owing to CONTRACTOR.

**C.4.2 MINIMUM SCOPE OF INSURANCE.** CONTRACTOR shall procure insurance covering general liability, automobile liability, and workers' compensation. Coverage shall be at least as broad as:

- (a) Insurance Services Office (ISO) Commercial General Liability Occurrence form number CG 0001 or equivalent ISO form. A non-ISO form must be reviewed and approved by the THREE

RIVERS LEVEE IMPROVEMENT AUTHORITY Risk Manager prior to acceptance of the Agreement.

(b) Insurance Services Office Business Auto Coverage form number CA 0001 0187 covering Automobile Liability, code 1 “any auto” and Endorsement CA 0029.

(c) Workers’ Compensation insurance as required by the Labor Code of the State of California and Employers Liability insurance.

(d) If this Agreement is for the provision of professional services, Professional Errors and Omissions Liability Insurance, with a coverage form subject to THREE RIVERS LEVEE IMPROVEMENT AUTHORITY approval.

**C.4.3 OTHER INSURANCE PROVISIONS.** The policies are to contain, or be endorsed to contain the following provisions:

(a) General Liability and Automobile Liability Coverages.

(i) The THREE RIVERS LEVEE IMPROVEMENT AUTHORITY and the public entity awarding the contract if other than the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY, and their officials, employees and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of the CONTRACTOR; products and completed operations of the CONTRACTOR; premises owned, leased, occupied, or used by the CONTRACTOR; or automobiles owned, leased, hired, or borrowed by the CONTRACTOR. The coverage shall contain no special limitations on the scope of protection afforded to the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY, its officials, employees or volunteers.

(ii) The CONTRACTOR’S insurance coverage shall be primary insurance as respects the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY, its officials, employees and volunteers and any other insureds under this Agreement. Any insurance or self-insurance maintained by the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY, its officials, employees and volunteers or other insureds shall be excess of the

CONTRACTOR'S insurance and shall not contribute with it.

(iii) Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY, its officials, employees and volunteers or other insureds under this Agreement.

(iv) The insurance policy required by this clause shall be endorsed to state that the CONTRACTOR'S insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

**(b) Worker's Compensation and Employers Liability Coverage.** The insurer shall agree to waive all rights of subrogation against the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY, its officials, employees and volunteers or other insureds under this Agreement.

**(c) All Coverages.** Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY.

**C.4.4 ACCEPTABILITY OF INSURERS.** Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII.

**C.4.5 MINIMUM LIMITS OF INSURANCE.** CONTRACTOR shall maintain limits no less than:

(a) Commercial General Liability: One Million Dollars (\$1,000,000) combined single limit per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with general aggregate limit is used, either the general aggregate limit shall apply separately to this Agreement or the general aggregate limit shall be twice the required occurrence limit.

(b) Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury or property damage.

(c) **Workers' Compensation and Employers Liability:** Workers' Compensation limits as required by the Labor Code of the State of California and Employers Liability limits of One Million Dollars (\$1,000,000) per accident.

(d) **Professional Errors and Omissions Liability (if required):** Policy limits of not less than One Million Dollars (\$1,000,000) per incident and One Million Dollars (\$1,000,000) annual aggregate, with deductible or self-insured portion not to exceed Two Thousand Five Hundred Dollars (\$2,500). Coverage may be made on a claims-made basis with a "Retro Date" either prior to the date of the Agreement or the beginning of the Agreement services. If claims-made, coverage must extend to a minimum of twelve-months beyond completion of the services. If coverage is canceled or non-renewed and not replaced with another claims-made policy form with a "Retro Date" prior to the Agreement effective date, the CONTRACTOR must purchase "extended reporting" coverage for a minimum of twelve (12) months after completion of services.

**C.4.6 SUBCONTRACTORS.** In addition to the above policies, if CONTRACTOR hires a subcontractor under this Agreement CONTRACTOR shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein. If CONTRACTOR requires subcontractors to provide insurance coverage, then CONTRACTOR shall be named as an additional insured under such policy or policies.

**C.4.7 DEDUCTIBLES AND SELF-INSURED RETENTIONS.** Except as otherwise provided in this Agreement, any deductibles or self-insured retentions must be declared to and approved by the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY. At the option of the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY, its officials, employees and volunteers; or, the CONTRACTOR shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

**C.4.8 VERIFICATION OF COVERAGE.**

(a) CONTRACTOR shall furnish THREE RIVERS LEVEE IMPROVEMENT AUTHORITY with Certificates of Insurance and with original endorsements effecting coverage required by this clause. The certificate(s) and endorsement(s) for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificate(s) and endorsement(s)

are to be on forms provided by the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY or on forms received and approved by the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY before work commences. THREE RIVERS LEVEE IMPROVEMENT AUTHORITY reserves the right to require complete, certified copies of all required insurance policies at any time.

(b) CONTRACTOR shall not render services under the terms and conditions of this Agreement unless each type of insurance coverage and endorsement is in effect and CONTRACTOR has delivered the certificate(s) of insurance and endorsement(s) to THREE RIVERS LEVEE IMPROVEMENT AUTHORITY as previously described. If CONTRACTOR shall fail to procure and maintain said insurance, THREE RIVERS LEVEE IMPROVEMENT AUTHORITY may, but shall not be required to, procure and maintain the same, and the premiums of such insurance shall be paid by CONTRACTOR to THREE RIVERS LEVEE IMPROVEMENT AUTHORITY upon demand. The policies of insurance provided herein which are to be provided by CONTRACTOR shall be for a period of time sufficient to cover the term of the Agreement, including THREE RIVERS LEVEE IMPROVEMENT AUTHORITY'S acceptance of CONTRACTOR'S work. It is understood and agreed that thirty (30) days prior to the expiration of any policy of insurance, CONTRACTOR will deliver to THREE RIVERS LEVEE IMPROVEMENT AUTHORITY certificate(s) and endorsement(s) evidencing a renewal or new policy to take the place of the policy expiring.

**C.5 INDEMNITY.** CONTRACTOR shall defend, indemnify, and hold harmless THREE RIVERS LEVEE IMPROVEMENT AUTHORITY, its elected and appointed councils, boards, commissions, officers, agents, and employees from any liability for damage or claims for damage for personal injury, including death, as well as for property damage, which may arise from the intentional or negligent acts or omissions of CONTRACTOR in the performance of services rendered under this Agreement by CONTRACTOR, or any of CONTRACTOR'S officers, agents, employees, contractors, or subcontractors.

**C.6 CONTRACTOR NOT AGENT.** Except as THREE RIVERS LEVEE IMPROVEMENT AUTHORITY may specify in writing, CONTRACTOR shall have no authority, express or implied, to act on behalf of THREE RIVERS LEVEE IMPROVEMENT AUTHORITY in any capacity whatsoever as an agent. CONTRACTOR shall have no authority, express or implied, pursuant to this Agreement to bind THREE RIVERS LEVEE IMPROVEMENT AUTHORITY to any obligation whatsoever.

**C.7 ASSIGNMENT PROHIBITED.** CONTRACTOR may not assign any right or obligation pursuant to this Agreement. Any attempted or purported assignment of any right or obligation pursuant to this Agreement shall be void and of no legal effect.

**C.8 PERSONNEL.** CONTRACTOR shall assign only competent personnel to perform services pursuant to this Agreement. In the event that THREE RIVERS LEVEE IMPROVEMENT AUTHORITY, in its sole discretion, at any time during the term of this Agreement, desires the removal of any person or persons assigned by CONTRACTOR to perform services pursuant to this Agreement, CONTRACTOR shall remove any such person immediately upon receiving written notice from THREE RIVERS LEVEE IMPROVEMENT AUTHORITY of its desire for removal of such person or persons.

**C.9 STANDARD OF PERFORMANCE.** 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. All products of whatsoever nature which CONTRACTOR delivers to THREE RIVERS LEVEE IMPROVEMENT AUTHORITY pursuant to this Agreement shall be prepared in a first class and workmanlike manner and shall conform to the standards or quality normally observed by a person practicing in CONTRACTOR'S profession.

**C.10 POSSESSORY INTEREST.** The parties to this Agreement recognize that certain rights to property may create a "possessory interest", as those words are used in the California Revenue and Taxation Code, §107. For all purposes of compliance by THREE RIVERS LEVEE IMPROVEMENT AUTHORITY with Section 107.6 of the California Revenue and Taxation Code, this recital shall be deemed full compliance by the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY. All questions of initial determination of possessory interest and valuation of such interest, if any, shall be the responsibility of the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY Assessor and the contracting parties hereto. A taxable possessory interest may be created by this contract; and if created, the party in whom such an interest is vested will be subject to the payment of property taxes levied on such an interest.

**C.11 TAXES.** CONTRACTOR hereby grants to the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY the authority to deduct from any payments to CONTRACTOR any THREE RIVERS LEVEE IMPROVEMENT AUTHORITY imposed taxes, fines, penalties and related charges which are delinquent at the time such payments under this Agreement are due to CONTRACTOR.

**C.12 TERMINATION.** Upon termination of this Agreement as otherwise provided herein, CONTRACTOR shall immediately cease rendering service upon the termination date and the following shall apply:

**C.12.1** CONTRACTOR shall deliver copies of all writings prepared by it pursuant to this Agreement. The term "writings" shall be construed to mean and include: handwriting, typewriting, printing, photostating, photographing, and every other means of recording upon any tangible thing and form of communication or representation, including letters, words, pictures, sounds, or symbols, or combinations thereof.

**C.12.2** THREE RIVERS LEVEE IMPROVEMENT AUTHORITY shall have full ownership and control of all such writings or other communications delivered by CONTRACTOR pursuant to this Agreement.

**C.12.3** THREE RIVERS LEVEE IMPROVEMENT AUTHORITY shall pay CONTRACTOR the reasonable value of services rendered by CONTRACTOR to the date of termination pursuant to this Agreement not to exceed the amount documented by CONTRACTOR and approved by THREE RIVERS LEVEE IMPROVEMENT AUTHORITY as work accomplished to date; provided, however, THREE RIVERS LEVEE IMPROVEMENT AUTHORITY shall not in any manner be liable for lost profits which might have been made by CONTRACTOR had CONTRACTOR completed the services required by this Agreement. In this regard, CONTRACTOR shall furnish to THREE RIVERS LEVEE IMPROVEMENT AUTHORITY such financial information as in the judgment of the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY is necessary to determine the reasonable value of the services rendered by CONTRACTOR. In the event of a dispute as to the reasonable value of the services rendered by CONTRACTOR, the decision of the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY shall be final. The foregoing is cumulative and does not affect any right or remedy which THREE RIVERS LEVEE IMPROVEMENT AUTHORITY may have in law or equity.

CONTRACTOR may terminate its services under this Agreement upon thirty (30) days written notice to the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY, without liability for damages, if CONTRACTOR is not compensated according to the provisions of the Agreement or upon any other material breach of the Agreement by THREE RIVERS LEVEE IMPROVEMENT AUTHORITY.

**C.13 NON-DISCRIMINATION.** Throughout the duration of this Agreement, CONTRACTOR shall not unlawfully discriminate against any employee of the CONTRACTOR or of the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY or applicant for employment or for services or any member of the public because of race, religion, color, national origin, ancestry, physical or mental disability, medical condition, marital status, age, sex or sexual orientation. CONTRACTOR shall ensure that in the provision of services under this Agreement, its employees and applicants for employment and any member of the public are free from such discrimination. CONTRACTOR shall comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12900, et seq.). The applicable regulations of the Fair Employment Housing Commission implementing Government Code Section 12900, set forth in Chapter 5, Division 4 of Title 2 of the California Code of Regulations are incorporated into this Agreement by reference and made a part hereof as if set forth in full. CONTRACTOR shall also abide by the Federal Civil Rights Act of 1964 and all amendments thereto, and all administrative rules and regulations issued pursuant to said Act. CONTRACTOR shall give written notice of its obligations under this clause to any labor agreement. CONTRACTOR shall include the non-discrimination and compliance provision of this paragraph in all subcontracts to perform work under this Agreement.

**C.14 REHABILITATION ACT OF 1973/AMERICANS WITH DISABILITIES ACT OF 1990.** In addition to application of the non-discrimination provision of this Agreement, above, CONTRACTOR agrees to comply with all provisions of section 504 et seq. of the Rehabilitation Act of 1973, and with all provisions of the Americans with Disabilities Act of 1990, and all amendments thereto, and all administrative rules and regulations issued pursuant to said Acts, pertaining to the prohibition of discrimination against qualified handicapped and disabled persons, in all programs or activities, as to employees or recipients of services.

**C.15 OWNERSHIP OF INFORMATION.** All professional and technical information developed under this Agreement and all work sheets, reports, and related data shall become the property of THREE RIVERS LEVEE IMPROVEMENT AUTHORITY, and CONTRACTOR agrees to deliver reproducible copies of such documents to THREE RIVERS LEVEE IMPROVEMENT AUTHORITY on completion of the services hereunder. The THREE RIVERS LEVEE IMPROVEMENT AUTHORITY agrees to indemnify and hold CONTRACTOR harmless from any claim arising out of reuse of the information for other than this project.

**C.16 WAIVER.** A waiver by any party of any breach of any term, covenant or condition herein contained or a waiver of any right or remedy of such party available hereunder at law or in equity shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant or condition herein contained or of any continued or subsequent right to the same right or remedy. No party shall be deemed to have made any such waiver unless it is in writing and signed by the party so waiving.

**C.17 COMPLETENESS OF INSTRUMENT.** This Agreement, together with its specific references and attachments, constitutes all of the agreements, understandings, representations, conditions, warranties and covenants made by and between the parties hereto. Unless set forth herein, neither party shall be liable for any representations made express or implied.

**C.18 SUPERSEDES PRIOR AGREEMENTS.** It is the intention of the parties hereto that this Agreement shall supersede any prior agreements, discussions, commitments, representations, or agreements, written or oral, between the parties hereto.

**C.19 ATTORNEY'S FEES.** If any action at law or in equity, including an action for declaratory relief, is brought to enforce or interpret provisions of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fee, which may be set by the Court in the same action or in a separate action brought for that purpose, in addition to any other relief to which such party may be entitled.

**C.20 CAPTIONS.** The captions of this Agreement are for convenience in reference only and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

**C.21 DEFINITIONS.** Unless otherwise provided in this Agreement, or unless the context otherwise requires, the following definitions and rules of construction shall apply herein.

**C.21.1 NUMBER AND GENDER.** In this Agreement, the neuter gender includes the feminine and masculine, and the singular includes the plural, the word "person" includes corporations, partnerships, firms or associations, wherever the context so requires.

**C.21.2 MANDATORY AND PERMISSIVE.** "Shall" and "will" and "agrees" are mandatory. "May" is permissive.

**C.22 TERM INCLUDES EXTENSIONS.** All references to the term of this Agreement or the Agreement Term shall include any extensions of such term.

**C.23 SUCCESSORS AND ASSIGNS.** All representations, covenants and warranties specifically set forth in this Agreement, by or on behalf of, or for the benefit of any or all of the parties hereto, shall be binding upon and inure to the benefit of such party, its successors and assigns.

**C.24 MODIFICATION.** No modification or waiver of any provision of this Agreement or its attachments shall be effective unless such waiver or modification shall be in writing, signed by all parties, and then shall be effective only for the period and on the condition, and for the specific instance for which given.

**C.25 COUNTERPARTS.** This Agreement may be executed simultaneously and in several counterparts, each of which shall be deemed an original, but which together shall constitute one and the same instrument.

**C.26 OTHER DOCUMENTS.** The parties agree that they shall cooperate in good faith to accomplish the object of this Agreement and to that end, agree to execute and deliver such other and further instruments and documents as may be necessary and convenient to the fulfillment of these purposes.

**C.27 PARTIAL INVALIDITY.** If any term, covenant, condition or provision of this Agreement is held by a Court of competent jurisdiction to be invalid, void or unenforceable, the remainder of the provision and/or provisions shall remain in full force and effect and shall in no way be affected, impaired or invalidated.

**C.28 JURISDICTION.** It is agreed by the parties hereto that unless otherwise expressly waived by them, any action brought to enforce any of the provisions hereof or for declaratory relief hereunder shall be filed and remain in a Court of competent jurisdiction in the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY of Yuba, State of California.

**C.29 CONTROLLING LAW.** The validity, interpretation and performance of this Agreement shall be controlled by and construed under the laws of the State of California.

**C.30 TIME IS OF THE ESSENCE.** Time is of the essence of this Agreement and each covenant and term a condition herein.

**C.31 AUTHORITY.** All parties to this Agreement warrant and represent that they have the power and authority to enter into this Agreement in the names, titles and capacities herein stated and on behalf of any entities, persons, estates or firms represented or purported to be represented by such entity(s), person(s), estate(s) or firm(s) and that all formal requirements necessary or required by any state and/or federal law in order to enter into this Agreement have been fully complied with. Further, by entering into this Agreement, neither party hereto shall have breached the terms or conditions of any other contract or agreement to which such party is obligated, which such breach would have a material effect hereon.

**C.32 CONFLICT OF INTEREST.** Neither a THREE RIVERS LEVEE IMPROVEMENT AUTHORITY employee whose position in THREE RIVERS LEVEE IMPROVEMENT AUTHORITY enables such employee to influence the award of this Agreement or any competing Agreement, nor a spouse or economic dependent of such employee, shall be employed in any capacity by CONTRACTOR herein, or have any other direct or indirect financial interest in this Agreement.

CONTRACTOR may be subject to the disclosure requirements of the THREE RIVERS LEVEE IMPROVEMENT AUTHORITY conflict of interest code if in a position to make decisions or influence decisions that could have an effect on the CONTRACTOR'S financial interest. The THREE RIVERS LEVEE IMPROVEMENT AUTHORITY Administrator shall determine in writing if CONTRACTOR has been hired to perform a range of duties that is limited in scope and thus is not required to fully comply with the disclosure requirements described in the Yuba County Conflict of Interest Code.

**C.33 NOTICES.** All notices and demands of any kind which either party may require or desire to serve on the other in connection with this Agreement must be served in writing either by personal service or by registered or certified mail, return receipt requested, and shall be deposited in the United States Mail, with postage thereon fully prepaid, and addressed to the party so to be served as follows:

If to "THREE RIVERS LEVEE IMPROVEMENT AUTHORITY":

THREE RIVERS LEVEE IMPROVEMENT AUTHORITY  
Paul G. Brunner, P.E., Executive Director  
915 8<sup>th</sup> Street, Suite 115  
Marysville, CA 95901

If to "CONTRACTOR":

SCI CONSULTING GROUP  
Gerard van Steyn, President  
2300 Boynton Ave., Ste. 201  
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## **APPENDIX**

## EXHIBIT A – SCOPE OF SERVICES

**Introduction:** The purpose of this Section is to detail the scope of work and responsibilities SCI Consulting Group (SCI) would assume in providing special levy formation and administration services for the Three Rivers Levee Improvement Authority for the formation and administration of a new benefit assessment.

**Definitions:**

- A. **District:** The Three Rivers Levee Improvement Authority and Staff.
- B. **Board:** The Three Rivers Levee Improvement Authority Board.
- C. **Assessment District:** The proposed new benefit assessment for flood control activities, services and improvements.
- D. **SCI:** SCI Consulting Group, and any and all employees and sub-contractors.
- E. **Ballot Proceeding:** The property owner assessment ballot proceeding or property related fee ballot to be held pursuant to the requirements of Proposition 218, SB1477, SB919, the Government Code, and other applicable laws.
- F. **Administration:** Services related to the determination, levy and collection of assessment revenues.

**Phase I: Initial Analysis, Coordination and Planning**

- a. Meet with District staff and other parties as appropriate to identify the relevant issues to the flood control area and the District, the services to be included in the project, the profile of the property ownership base, and other information necessary to develop the assessment engineering approach and/or property related fee approach. Together with the District and other parties, SCI will identify the issues, proposed services, assessment rates, and research objectives.
- b. In conjunction with District staff, develop an initial project timeline.
- c. Obtain copies of Assessor Parcel Maps and other required property information for all properties within the Assessment District.
- d. From assessor records, prepare a database with relevant property information for all parcels within the proposed Assessment District.
- e. Analyze the potential use of funds for flood control services.
- f. Analyze the need for zones of benefit, and, if needed, incorporate into the survey design.
- g. Determine the potential boundaries of the assessment district.
- h. Project the amount of revenues at different assessment and fee rates.

**Phase IA: Opinion Research and Survey**

- a. Work with the District to create an opinion research tool to track community assessment support, identify and test flood abatement issues and further define the appropriate assessment dollar threshold.
- b. Obtain registered voter information for all voters in the proposed Assessment District.
- c. Match voter information with property ownership information.
- d. Design, print and mail up to 7,500 surveys to property owners in the proposed flood control area.
- e. Tabulate survey responses and analyze survey findings.
- f. Present results to the District with recommendations on whether and how to proceed with a ballot measure and service expansion.
- g. Develop a project timeline.
- h. Incorporating the survey findings, develop recommended action plans for proceeding with the proposed new assessment. In addition, make recommendations on the appropriate rate and spending priorities for the assessments and educational outreach and assessment balloting strategies.

**Phase II: Engineer's Report and Assessment Engineering**

- a. As necessary, obtain updated copies of assessor parcel maps and other required property information for properties within the Assessment District.
- b. Determine and confirm other property information required for benefit determination and apportionment.
- c. Research and verify parcel data. As needed, correct assessor property data and other information used to determine assessments for properties. Such verification includes field checks of properties as required.
- d. From assessor's and other real property records, determine the number of parcels in each land use category, excluding nontaxable parcels, if any.
- e. Peer review the District's flood control services and cost estimates.
- f. Meet with District and other interested parties to review proposed plans and approaches.
- g. Incorporate proposed changes and revisions, if needed.
- h. Finalize the plan and proposal for District Board review.
- i. Present the findings and recommendations to the District staff and Board if requested.
- j. Incorporate recommendations to finalize the plan and timeline in collaboration with the District.
- k. Evaluate the District's proposed services that will factor into the assessment engineering special benefit analysis.
- l. Meet with staff from the District, legal counsel, and other parties periodically to review progress and preliminary findings.

- m. In conjunction with legal counsel, the Board and the District, determine the specific budget, project expenditures and services proposed to be funded with the assessments or fees.
- n. Prepare findings of special and general benefits from the proposed services.
- o. Prepare an estimate of the budget costs by zone of benefit, which will be attributed to a "Special Benefit" as opposed to a "General Benefit" (as defined by Proposition 218 and implementing legislation).
- p. Finalize the assessment engineering and benefit analysis and research tasks, including benefits and rates for agriculture, rangeland, timber and other property types. Prepare a preliminary method of assessment and benefit determinations.
- q. Review the recommendations with the District and incorporate suggested revisions as appropriate.
- r. Prepare boundary maps including any proposed zones of benefit for the proposed new assessments.
- s. Using the project cost estimates and the assessment rules, allocate the estimated cost of improvement and maintenance expenses to all parcels within the Assessment District based on special benefit received.
- t. Prepare the assessment roll listing parcel number, assessment number, owner name, zone of benefit and assessment amount for each assessor parcel within the proposed Assessment District.
- u. Prepare the Engineer's Report, which will include finding of special and general benefits from the assessments, the method of assessment, the boundaries of the proposed Assessment District, description of the services and improvements to be funded, assessments for all assessable property, assessment diagram(s), other information, definitions, and data.
- v. Finalize and maintain a database for each parcel within the Assessment District. The data for each parcel will include the assessment, parcel number, mailing address, site address, parcel type and other relevant information.
- w. Prepare resolutions, draft staff reports and other documents as needed.
- x. Present the Engineer's Report to the Board, summarize the assessment methodology, answer all questions raised and assist in finalizing the project for Board approval.

**Phase III: Assessment Ballot Proceeding**

- a. Assist with the preparation and dissemination of public information regarding the proposed improvements, activities and services, and assessments.
- b. Assist with the implementation of educational outreach and public relations and with informing property owners who will be participating in the mailed ballot assessment proceeding.
- c. Provide guidance and assistance on responding to property owner questions and inquiries about the proposed activities, improvements and assessments.
- d. Design and prepare an assessment notice and an assessment ballot that clearly and concisely explains the reason for the proposed assessment, the uses of the

assessment revenues, the amount of the proposed assessment for the property owner and the balloting procedures. This notice/ballot will include a postage-prepaid ballot to allow the property owner to easily indicate his/her support or opposition to the proposed assessment.

- e. Review and finalize notice/ballot in consultation with the District, Board and legal counsel.
- f. Compile address and assessment data for all owners of record within the proposed Assessment District. This data could be used for mailing of notice and assessment ballots.
- g. Print, address and mail notice and assessment ballot to all record owners within the proposed Assessment District. Each notice/ballot shall include all information required by law.
- h. Assist with responding to property owner inquiries regarding their proposed assessments, balloting procedures or other issues regarding the proposed Assessment District. Any property owners or other parties who have questions about their assessments or other issues with the proposed Assessment District could directly contact SCI on our toll-free phone line (800-273-5167).
- i. Research undeliverable notices/ballots and re-mail those for which an alternative or updated address is obtained. Also send duplicate, corrected, replacement and proportional ballots as needed.
- j. Provide additional educational outreach services as appropriate.
- k. Attend the public hearing and any other meetings for the proposed Assessment District, respond to all questions and make presentation(s) as required.
- l. Assist with the tabulation of assessment ballots (tabulation to be managed by the Clerk of the Board or an independent tabulator).
- m. After the conclusion of the tabulation, the final results will be presented to the Board and the ballots will be recorded with the District.

**Phase IV: Project Administration, First Fiscal Year**

- a. If the assessments are approved by a weighted majority of assessment ballots and confirmed by the Board, notify the Yuba County Auditor that the assessments will be included on the tax bills and perform tasks needed to submit the assessment levies.
- b. Upon close of fiscal year in June, obtain current assessor data and property ownership data. This additional step will ensure that assessment proceeds are maximized to include new parcels and development.
- c. Update assessment roll and assessments to reflect all changes in ownership, property type, assessment, etc.
- d. Research property and assessment changes as warranted.
- e. File approved assessment roll, in the required computer format, with the Yuba County Auditor for inclusion on tax bills.

- f. Provide the County Auditor with our toll-free 800-phone line so property owners can directly contact SCI throughout the fiscal year regarding specific assessments and assessment procedures.
- g. Receive exceptions list, if any, from County Auditor; make appropriate revisions and resubmit to Auditor's Office. Any parcels that are not submitted to the County for collection or are not placed on the County tax roll for any reason will be produced as handbills by SCI with payment directed to the District. The cost for any such handbills shall be \$5 per parcel.
- h. Confirm the assessments to be levied by the County Auditor and research and update any assessments from a parcel exception list or as required.
- i. Directly and promptly respond to any property owner inquiries on our toll free phone line: (800) 273-5167.
- j. Verify and validate Auditor's levy data prior to the printing of tax bills.
- k. Provide reports throughout the year coinciding with the performance of the annual administration. These reports will include a detail of the amounts submitted for levy or hand billed for collection, details of delinquent assessments, assessed valuation information, levy detail by property type and overall levy amounts.
- l. Provide other appropriate administrative services.
- m. Track and confirm assessment proceeds, assessment modifications, and delinquencies and provide periodic reports to the District.

## EXHIBIT B – FEE SCHEDULE

In consideration for the work accomplished, as outlined, SCI shall be compensated as follows:

### Hourly Rates for Project Team:

Gerard van Steyn	\$215/hr
John Bliss	\$195/hr
Thomas Brightbill	\$165/hr
Maria Garcia-Adarve	\$155/hr
Susan Barnes	\$155/hr
Administrative Staff	\$65/hr

### Phase I (Initial Analysis, Assessment Engineering and Planning)

The cost for Phase I services, including the initial analysis, assessment engineering, flood control benefit analysis and planning shall be payable at the hourly rates listed above with total compensation not to exceed \$10,000 without prior authorization from the Authority.

### Phase IA (Opinion Research and Survey)

The cost for Phase IA services, including survey to up to 7,500 property owners and revenue measure feasibility services and a recommendation for proceeding with a ballot, shall be \$20,500, payable 50% upon mailing of the survey and 50% upon submittal of a report on the survey findings.

### Phase II (Engineer's Report and Assessment Engineering):

The cost for Phase II services, including assessment engineering services, the preparation of the Engineer's Report, cost estimates, ballot approach plan and all other services as outlined under the Scope of Services shall be \$21,000, payable upon preliminary approval of the Engineer's Report by the Authority Board.

### Phase III (Ballot Proceeding):

The cost for the design, printing and mailing of notice and assessment ballots is dependent on the type and format of such notice/ballots. If such notice/ballots are printed in one or two colors, the quantity of parcels in the Benefit Area does not exceed 8,000 and the ballots are in the format typically used by SCI, the total cost for designing, printing, addressing, mailing and prepaid return postage, responding to property owner inquiries and handling replacement ballots is estimated to be \$20,500. If the Authority elects to utilize the services of a professional accounting and auditing firm such as MacFarlane Faletti & Company, the cost for such independent tabulation services should not exceed \$2,800. Alternatively, if the County Clerk is responsible for the tabulation and SCI provides assistance, there will be no additional charge.

### Phase IV (Levy Submittal and Administration):

If the proposed assessment obtains weighted majority approval and is approved for formation by the Board, compensation for the determination of the final assessment levies and Project Administration throughout the first fiscal year (projected to be FY 2007-08) shall be \$16,500, payable 50% upon submittal of the assessments to the County Auditor in August and 50% in January of the first fiscal year.

Incidental costs incurred by SCI for the purchase of property data, maps, travel and other out-of-pocket expenses incurred in performing the scope of work shall be reimbursed at actual cost by the Authority with total cost not to exceed \$2,750 without prior authorization from the Authority. Note: all costs associated with this proposal can be financed or refunded by assessment levies.

Total All Phases \$94,050