# AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

**AgendaTitle:**
Memorandum of Agreement; Gunnison Conservation District; Part-time District Manager Position; 1/1/15 thru 12/31/15; $2,000

**Action Requested:** Board of County Commissioners' Signature

**Parties to the Agreement:**

**Term Begins:** **Term Ends:** **Grant Contract #:**

**Summary:**
Attached is the annual service contract for the Gunnison Conservation District

**Fiscal Impact:** $2,000

**Submitted by:** Katherine Haase **Submitter's Email Address:** khaase@gunnisoncounty.org

**Finance Review:** (●) Required ( ) Not Required

Comments:

Included in the 2015 budget

Reviewed by: GUNCOUNTY1\lNienhueser Discharge Date: 1/7/2015

**County Attorney Review:** (●) Required ( ) Not Required

Comments:

Reviewed by: GUNCOUNTY1\atrezise Discharge Date: 1/8/2015

Certificate of Insurance Required

Yes (●) No ( )

**County Manager Review:**

Comments:

Reviewed by: GUNCOUNTY1\mbirnie Discharge Date: 1/8/2015

(●) Consent Agenda ( ) Regular Agenda ( ) Worksession Time Allotted:

Agenda Date: 2/3/2015 Follow Up Agenda Date:

*Revised April 2013*

# MEMORANDUM OF AGREEMENT

This Memorandum of Agreement ("MOA") made effective the 1st day of January, 2015, is by and between the Board of County Commissioners of the County of Gunnison, Colorado, whose address is 200 East Virginia, Gunnison, CO 81230 ("Gunnison County") and Gunnison Conservation District, 216 N. Colorado, Gunnison, CO 81230 ("Gunnison Conservation District").

## RECITALS

WHEREAS, Gunnison Conservation District has requested assistance from Gunnison County in financing a portion of the cost for a part-time district manager; and

WHEREAS, Gunnison County is supportive of the objectives of Gunnison Conservation District in terms of assisting those in need of services in Gunnison County; and

WHEREAS, Gunnison County feels it is in the public's interest to provide financial assistance to Gunnison Conservation District.

## AGREEMENT

NOW THEREFORE, in consideration of the Recitals and the mutual covenants and obligations hereinafter set forth, the parties agree as follows:

1. TERM.

The term of this Agreement shall commence on the 1st day of January, 2015 and shall terminate on December 31, 2015, unless sooner terminated or replaced as provided herein.

2. COMPENSATION, BONUS AND EXPENSES.

(a) Gunnison County agrees to provide $2,000 in funds to Gunnison Conservation District. It is understood and recognized that these funds must be used for a portion of the cost for a part-time district manager.

(b) The quarterly payments will be distributed by the County upon submittal of appropriate documentation, although such requests for payments and presentation of documentation do not need to occur quarterly.

(c) This Agreement is subject to Gunnison County making an annual budget appropriation in an amount sufficient to fund this Agreement. If Gunnison County fails or refuses to make such an appropriation, Gunnison County reserves the right to terminate this Agreement without penalty to Gunnison Conservation District pursuant to paragraph 11 of this Agreement.

(d) Gunnison County reserves the right to amend this agreement to reduce the contribution stated herein if the 2014 Gunnison County audit should result in a significantly lower fund balance than projected.

3. STRATEGIC RESULT.

Execution of this MOA will assist Gunnison County with its Protect the Environment strategy, as outlined in the Gunnison County Strategic Plan. Gunnison Conservation District agrees to submit a final written project report by October 1, 2015 that will include performance metrics (i.e., number of clients served, result percentages, etc.) and other pertinent information. The County's receipt of this final project report by the October 1, 2015 deadline will serve as a condition for future funding eligibility.

4. INDEMNIFICATION.

(a) Gunnison Conservation District agrees to indemnify, defend and hold harmless Gunnison County, its Commissioners, agents and employees of and from any and all liability, claims, liens, demands, actions and causes of action whatsoever (including reasonable attorney's and expert's fees and costs) arising out of or related to any loss, cost, damage or injury, including death, of any person or damage to property of any kind caused by the misconduct or negligent acts, errors or omissions of Gunnison Conservation District or its employees, sub-contractors or agents in connection with this Agreement.

(b) This provision shall survive any termination or expiration of this Agreement with respect to any liability, injury or damage occurring prior to such termination.

5. INSURANCE.

Gunnison Conservation District agrees that at all times during the Term of this Agreement that Gunnison Conservation District shall carry and maintain, in full force and effect and at its sole cost and expense, the following insurance policies. Within thirty (30) days of the execution of this Agreement, Gunnison Conservation District will provide insurance certificates to Gunnison County, listing Gunnison County as an additional insured, for the coverage's required herein which shall state that such policies shall not be materially changed or cancelled without thirty (30) days prior notice to Gunnison County.

(a) Worker's Compensation Insurance in accordance with Colorado and Federal law which adequately protects all labor employed by Gunnison Conservation District during the term of this Agreement.

(b) Comprehensive automobile liability insurance on all vehicles used in the Services, in an amount no less than $350,000 for any injury to one person in any single occurrence and in an amount no less than $990,000 for any injury to two or more persons in any single occurrence.

6. INDEPENDENT CONTRACTOR.

(a) In carrying out its obligations and activities under this Agreement, Gunnison Conservation District is acting as an independent contractor and not as an agent, partner, joint venture or employee of Gunnison County. Gunnison Conservation District does not have any authority to bind Gunnison County in any manner whatsoever.

(b) Gunnison Conservation District acknowledges and agrees that Gunnison Conservation District is not entitled to: (i) unemployment insurance benefits; or (ii) Workers Compensation coverage, from Gunnison County. Further, Gunnison Conservation District is obligated to pay federal and state income tax on any moneys paid it related to the services.

7. AUTHORITY TO AUDIT RECORDS.

Gunnison County has the authority to audit the Gunnison Conservation District's financial records, said audit to be performed by an employee, agent or designee of Gunnison County and at the expense of the Gunnison Conservation District, upon seven days notice to the Gunnison Conservation District.

8. DELEGATION AND ASSIGNMENT.

This is a personal services contract with Gunnison Conservation District and, therefore, Gunnison Conservation District shall not delegate or assign its duties under this Agreement without the prior written consent of Gunnison County which consent Gunnison County may withhold in its discretion. Subject to the foregoing, the terms, covenants and conditions of this Agreement shall be binding on the successors and assigns of either party.

9. IMMIGRATION COMPLIANCE CERTIFICATION.

(a) Gunnison Conservation District certifies that Gunnison Conservation District does not and will not knowingly contract with or employ illegal aliens to work under this Agreement.

(b) Gunnison Conservation District certifies that Gunnison Conservation District has required its subcontractors to certify that they do not knowingly contract with or employ illegal aliens to work under this Agreement.

(c) Gunnison Conservation District certifies that it has attempted to verify the eligibility of its employees and subcontractors to work through the Basic Pilot Employment Verification Program administered by the Social Security Administration and Department of Homeland Security.

(d) Gunnison Conservation District agrees to comply with all reasonable requests made in the course of an investigation under C.R.S. 8-17.5-102 by the Colorado Department of Labor and Employment.

(e) Gunnison Conservation District agrees to comply with the provisions of C.R.S. 8-17.5-101 et seq.

10. NOTICES.

Any notice, demand or communication which either party may desire or be required to give to the other party shall be in writing and shall be deemed sufficiently given or rendered if delivered personally or sent by certified first class US mail, postage prepaid, addressed as follows:

Gunnison County: County Manager
Gunnison County

200 E. Virginia
Gunnison, Colorado 81230
Phone: 970-641-0248

With a copy to: Board of County Commissioners
of the County of Gunnison, Colorado
200 E. Virginia
Gunnison, Colorado 81230

Gunnison Conservation District:
Gunnison Conservation District
Attn: Jessica Frey
216 N. Colorado
Gunnison, CO 81230

Either party has the right to designate in writing, served as provided above, a different address to which any notice, demand or communication is to be mailed.

11. TERMINATION.

Either party shall have the right to terminate this Agreement at any time, with or without cause, upon thirty (30) days prior written notice to the other.

12. MISCELLANEOUS.

(a) SEVERABILITY. If any clause or provision of this Agreement shall be held to be invalid in whole or in part, then the remaining clauses and provisions, or portions thereof, shall nevertheless be and remain in full force and effect.

(b) AMENDMENT. No amendment, alteration, modification of or addition to this Agreement shall be valid or binding unless expressed in writing and signed by the parties to be bound thereby.

(c) NO WAIVER OF GOVERNMENTAL IMMUNITY. Nothing in this Agreement is, or shall be construed to be, a waiver, in whole or part, by Gunnison County of governmental immunity provided by the Colorado Governmental Immunity Act or otherwise.

13. ATTORNEYS FEES.

If any party hereto shall bring any suit or action against another for relief, declaratory or otherwise, arising out of this Agreement, the prevailing party shall have and recover against the other party, in addition to all court costs and disbursements, such sum as the court may adjudge to be reasonable attorneys fees and expert witness fees.

14. GOVERNING LAW.

This Agreement shall be governed by and interpreted in accordance with the laws of the State of Colorado. Exclusive jurisdiction and venue for any legal proceedings related to this Agreement shall be in the state District Court governing Gunnison, Colorado.

15. ENTIRE AGREEMENT.

This Agreement contains the entire agreement between the parties hereto with respect to the subject matter hereof, and supersedes any and all prior agreements, proposals, negotiations and representations pertaining to the obligations to be performed hereunder.

16. COUNTERPARTS: FACSIMILE TRANSMISSION.

This Agreement may be executed by facsimile and/or in any number of counterparts, any or all of which my contain the signatures of less than all the parties, and all of which shall be construed together as but a single instrument and shall be binding on the parties as though originally executed on one originally executed document. All facsimile counterparts shall be promptly followed with delivery of original executed counterparts.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date set forth above.

BOARD OF COUNTY COMMISSIONERS
OF THE COUNTY OF GUNNISON, COLORADO

By: _____
Matthew Birnie, County Manager

ATTEST:

_____
Deputy Clerk

GUNNISON CONSERVATION DISTRICT

By: Jessica Frey
Jessica Frey

# CERTIFICATE OF COVERAGE

**Certificate #: 3744**

**Administrator**

Colorado Special Districts Property and Liability Pool
PO Box 1539
Portland, OR 97207-1539

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER OTHER THAN THOSE PROVIDED IN THE COVERAGE DOCUMENT. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE COVERAGE DOCUMENTS LISTED HEREIN.

**NAMED MEMBER**

Gunnison Conservation District
216 North Colorado
Gunnison, CO 81230

**COMPANIES AFFORDING COVERAGE**

| | |
|---|---|
| COMPANY A | Colorado Special Districts Property and Liability Pool |
| COMPANY B | General Reinsurance Corporation |
| COMPANY C | Certain Underwriters at Lloyd's of London |
| COMPANY D | |

**COVERAGES**

This is to certify that coverage documents listed herein have been issued to the Named Member herein for the Coverage period indicated. Nothwithstanding any requirement, term or condition of any contract or other document with respect to which the certificate may be issued or may pertain, the coverage afforded by the coverage documents listed herein is subject to all the terms, conditions and exclusions of such coverage documents.

| CO LTR | Type of Coverage | Coverage # | Effective Date | Expiration Date | Limits | |
|---|---|---|---|---|---|---|
| A, B | **General Liability** | 28C18033-75 | 1/1/2015 | 1/1/2016 | General Aggregate | Unlimited |
| | X Commercial General Liability | * Except that for claims, occurrences or suits to which the monetary limits of the Colorado Governmental Immunity Act, C.R.S. § 24-10-101, et. seq., as amended, apply, there shall be a further sublimit of (a) $350,000 for an injury to any one person in any single occurrence; and (b) $990,000 for an injury to two or more persons in any single occurrence; but in the event of an injury to two or more persons in any single occurrence, the sublimit shall not exceed $350,000 for each injured person. | | | Each Occurrence * | $1,000,000 |
| | X Public Officials Liability | | | | | |
| | X Employment Practices | | | | | |
| | X Occurrence | | | | | |
| A, B | **Automobile Liability** | 28C18033-75 | 1/1/2015 | 1/1/2016 | Each Occurrence * | $1,000,000 |
| | Scheduled Autos | | | | | |
| | X Hired Autos | | | | | |
| | X Non-Owned Autos | | | | | |
| A, C | **Auto Physical Damage** | 28C18033-75 | 1/1/2015 | 1/1/2016 | See below if applicable. | |
| | Scheduled Autos | | | | | |
| | X Hired Autos | | | | | |
| B | **Excess Liability** | 28C18033-75 | 1/1/2015 | 1/1/2016 | General Aggregate | Unlimited |
| | X Other Than Umbrella Form | | | | Each Occurrence * | $2,000,000 |
| | **Property** | | | | | |

**DESCRIPTION:**
Evidence of Coverage Only

RECEIVED
JAN - 5 2015
COUNTY ATTORNEY

**CERTIFICATE HOLDER**

Gunnison County
Attn: Brenda Wiseman
200 E. Virginia Ave., Suite 262
Gunnison, CO 81230

**CANCELLATION:SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.**

By: Joseph E. DePaepe

Date: 12/29/2014