



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 15 day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "**Parish**") and Angela Simon (hereinafter sometimes referred to as "**Contractor**"), do hereby enter into this "**Contract**" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

TERMINATION FOR CONVENIENCE

Parish may terminate the contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for hours worked.

OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by Parish shall remain the property of Parish, and shall be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the

property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38.2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5 day of January 2015.

WITNESS:

Megan Allen

ST. JOHN THE BAPTIST PARISH

By: Natalie Robottom
Natalie Robottom
Parish President

WITNESS.

J. U. G.

By: Angela Thomas
NAME OF BUS DRIVER

Exhibit A **Statement of Work**

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison.
9. Allow one personal vehicle to follow bus driver's designated bus.

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter
7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (i.e. Sweep and inspect for removal of food items and personal effects).
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager.
12. Contact the SJBSB Liaison and follow SJBSB's procedures for repairs before spending money on bus repairs or other expenses.
13. Not consume alcohol or illegal drugs at any time during the activation of this contract.

LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

Pre-Deployment: Contractors are available by phone and ready to be deployed

Deploy: Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St. John Elementary, the Parish's pick up point

Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

\$39.00 dollars per day (per diem) to cover meals

Contractor will be paid no later than ten (10) business days following the “stand down” of event or deactivation by the Parish’s Director of Public Safety. All payments will be processed through our Finance Department.

The Parish will provide Workman’s Compensation and General Liability Insurance for Contractor. SJBSB will provide the Contractor’s Automobile Liability Insurance.

In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000.00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



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CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5th day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "Parish" and Barbara L. Fennell (hereinafter sometimes referred to as "Contractor"), do hereby enter into this "Contract" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

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TAXES

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TERMINATION FOR CAUSE

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property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

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AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

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EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS:

Meghan Coleman

ST. JOHN THE BAPTIST PARISH

By: *Natalie Robottom*
Natalie Robottom
Parish President

WITNESS:

Stacy

By: *Barbara S. Lennit*
NAME OF BUS DRIVER

Exhibit A

Statement of Work

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB)
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense Contractor must provide the physical location and contact number to the Parish's shelter liaison.
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6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter.
7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (ie. Sweep and inspect for removal of food items and personal effects).
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LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

Pre-Deployment: Contractors are available by phone and ready to be deployed

Deploy: Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St. John Elementary, the Parish's pick up point

Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

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CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5th day of January, 2015, St. John the Baptist Parish Council, State of Louisiana (hereinafter sometimes referred to as "Parish" and Barolyn Selders (hereinafter sometimes referred to as "Contractor"), do hereby enter into this "Contract" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

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All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

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IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS:

[Handwritten Signature]

ST. JOHN THE BAPTIST PARISH

By: *Natalie Robottom*
Natalie Robottom
Parish President

WITNESS:

[Handwritten Signature]

By: *Barolyn Selders*
NAME OF BUS DRIVER

Exhibit A

Statement of Work

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

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3. Complete any and all forms and documents required by Parish and SJBSB.
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5. Provide a list of emergency contact telephone numbers.
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In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St. John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000.00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5th day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "Parish" and Beth J. Williams (hereinafter sometimes referred to as "Contractor"), do hereby enter into this "Contract" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

TERMINATION FOR CONVENIENCE

Parish may terminate the contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for hours worked.

OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by Parish shall remain the property of Parish, and shall be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the

property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5 day of JAN 2015.

WITNESS:

[Handwritten Signature]

ST. JOHN THE BAPTIST PARISH

By: *Natalie Robottom*
Natalie Robottom
Parish President

WITNESS:

S. [Handwritten Signature]

By: *[Handwritten Signature]*
NAME OF BUS DRIVER

Exhibit A
Statement of Work

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison.
9. Allow one personal vehicle to follow bus driver's designated bus.

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness.
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter.
7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (ie. Sweep and inspect for removal of food items and personal effects).
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager.
12. Contact the SJBSB Liaison and follow SJBSB's procedures for repairs before spending money on bus repairs or other expenses.
13. Not consume alcohol or illegal drugs at any time during the activation of this contract.

LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

Pre-Deployment: Contractors are available by phone and ready to be deployed

Deploy: Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St. John Elementary, the Parish's pick up point

Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

\$39.00 dollars per day (per diem) to cover meals

Contractor will be paid no later than ten (10) business days following the “stand down” of event or deactivation by the Parish’s Director of Public Safety. All payments will be processed through our Finance Department.

The Parish will provide Workman’s Compensation and General Liability Insurance for Contractor. SJBSB will provide the Contractor’s Automobile Liability Insurance.

In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St. John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000.00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5 day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "Parish" and Clarissa J. Alvis (hereinafter sometimes referred to as "Contractor"), do hereby enter into this "Contract" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

TERMINATION FOR CONVENIENCE

Parish may terminate the contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for hours worked.

OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by Parish shall remain the property of Parish, and shall be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the

property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS:

[Handwritten Signature]

ST. JOHN THE BAPTIST PARISH

By: *Natalie Robottom*
Natalie Robottom
Parish President

WITNESS:

[Handwritten Signature]

By: *Clarissa J. Adams*
NAME OF BUS DRIVER

Exhibit A **Statement of Work**

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison.
9. Allow one personal vehicle to follow bus driver's designated bus.

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness.
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter.
7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (i.e. Sweep and inspect for removal of food items and personal effects).
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager.
12. Contact the SJBSB Liaison and follow SJBSB's procedures for repairs before spending money on bus repairs or other expenses.
13. Not consume alcohol or illegal drugs at any time during the activation of this contract.

LEVELS OF ACTIVATION:

- Notification:** Contractors will be notified of need to be available by a specific time
- Pre-Deployment:** Contractors are available by phone and ready to be deployed
- Deploy:** Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St. John Elementary, the Parish's pick up point
- Mission Assignment:** Contractors are instructed to proceed to designated shelter location
- Stand Down:** Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

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In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St. John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000.00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5th day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "**Parish**") and Dense W. Smith (hereinafter sometimes referred to as "**Contractor**"), do hereby enter into this "**Contract**" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

TERMINATION FOR CONVENIENCE

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OWNERSHIP

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property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

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AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

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EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

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DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS:

Megan Cellier

ST. JOHN THE BAPTIST PARISH

By: Natalie Robottom
Natalie Robottom
Parish President

WITNESS:

J. Lee

By: Denise W Smith
NAME OF BUS DRIVER

Exhibit A

Statement of Work

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison.
9. Allow one personal vehicle to follow bus driver's designated bus.

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter.
7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter (ie Sweep and inspect for removal of food items and personal effects).
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager.
12. Contact the SJBSB Liaison and follow SJBSB's procedures for repairs before spending money on bus repairs or other expenses.
13. Not consume alcohol or illegal drugs at any time during the activation of this contract.

LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

Pre-Deployment: Contractors are available by phone and ready to be deployed

Deploy: Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St. John Elementary, the Parish's pick up point

Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be pro-rated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to "stand down".)

\$39.00 dollars per day (per diem) to cover meals

Contractor will be paid no later than ten (10) business days following the "stand down" of event or deactivation by the Parish's Director of Public Safety. All payments will be processed through our Finance Department.

The Parish will provide Workman's Compensation and General Liability Insurance for Contractor. SJBSB will provide the Contractor's Automobile Liability Insurance.

In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St. John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000.00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5 day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "Parish" and E. Frem Gordon (hereinafter sometimes referred to as "Contractor"), do hereby enter into this "Contract" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

TERMINATION FOR CONVENIENCE

Parish may terminate the contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for hours worked.

OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by Parish shall remain the property of Parish, and shall be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the

property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable. Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this Jan 5 day of January 2015.

WITNESS:

[Handwritten Signature]

ST. JOHN THE BAPTIST PARISH

By: Natalie Robottom
Natalie Robottom
Parish President

WITNESS:

[Handwritten Signature]

By: E. Frem Gordon
NAME OF BUS DRIVER

504-418-9599

Exhibit A **Statement of Work**

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison.
9. Allow one personal vehicle to follow bus driver's designated bus.

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness.
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter.
7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (ie Sweep and inspect for removal of food items and personal effects).
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager.
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Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

\$39.00 dollars per day (per diem) to cover meals

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A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5 day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "**Parish**") and Gaynell Noble (hereinafter sometimes referred to as "**Contractor**"), do hereby enter into this "**Contract**" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

TERMINATION FOR CONVENIENCE

Parish may terminate the contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for hours worked.

OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by Parish shall remain the property of Parish, and shall be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the

property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS:

Megan Collins

ST. JOHN THE BAPTIST PARISH

By: Natalie Robottom
Natalie Robottom
Parish President

WITNESS:

Susa

By: Gaynell Noble
NAME OF BUS DRIVER
Gaynell Noble

Exhibit A
Statement of Work

Coordination between the Parish and the St John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes

PARISH will:

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A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5th day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "**Parish**") and Nadia Sanders (hereinafter sometimes referred to as "**Contractor**"), do hereby enter into this "**Contract**" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

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TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

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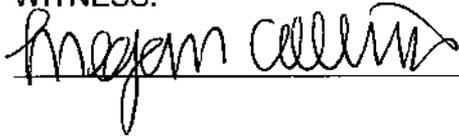
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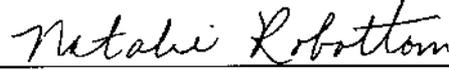
THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

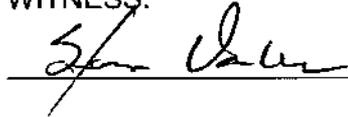
WITNESS:



ST. JOHN THE BAPTIST PARISH

By: 
Natalie Robottom
Parish President

WITNESS:



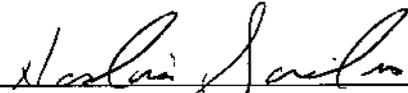
By: 
NAME OF BUS DRIVER

Exhibit A
Statement of Work

Coordination between the Parish and the St John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison.
9. Allow one personal vehicle to follow bus driver's designated bus

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness.
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter.
7. Not return to St John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (ie. Sweep and inspect for removal of food items and personal effects).
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager.
12. Contact the SJBSB Liaison and follow SJBSB's procedures for repairs before spending money on bus repairs or other expenses.
13. Not consume alcohol or illegal drugs at any time during the activation of this contract.

LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

Pre-Deployment: Contractors are available by phone and ready to be deployed

Deploy: Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St. John Elementary, the Parish's pick up point

Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

\$39.00 dollars per day (per diem) to cover meals

Contractor will be paid no later than ten (10) business days following the “stand down” of event or deactivation by the Parish’s Director of Public Safety. All payments will be processed through our Finance Department.

The Parish will provide Workman’s Compensation and General Liability Insurance for Contractor. SJBSB will provide the Contractor’s Automobile Liability Insurance.

In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St. John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000.00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5th day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "**Parish**") and Iris Nettles (hereinafter sometimes referred to as "**Contractor**"), do hereby enter into this "**Contract**" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

TERMINATION FOR CONVENIENCE

Parish may terminate the contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for hours worked.

OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by Parish shall remain the property of Parish, and shall be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the

property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS:

[Signature]

ST. JOHN THE BAPTIST PARISH

By: *Natalie Robottom*
Natalie Robottom
Parish President

WITNESS:

[Signature]

By: *Iris Nettles*
NAME OF BUS DRIVER

Exhibit A **Statement of Work**

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison
9. Allow one personal vehicle to follow bus driver's designated bus.

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness.
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter
7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (ie. Sweep and inspect for removal of food items and personal effects).
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager.
12. Contact the SJBSB Liaison and follow SJBSB's procedures for repairs before spending money on bus repairs or other expenses.
13. Not consume alcohol or illegal drugs at any time during the activation of this contract.

LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

Pre-Deployment: Contractors are available by phone and ready to be deployed

Deploy: Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St. John Elementary, the Parish's pick up point

Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

\$39.00 dollars per day (per diem) to cover meals

Contractor will be paid no later than ten (10) business days following the “stand down” of event or deactivation by the Parish’s Director of Public Safety. All payments will be processed through our Finance Department.

The Parish will provide Workman’s Compensation and General Liability Insurance for Contractor. SJBSB will provide the Contractor’s Automobile Liability Insurance.

In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St. John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000.00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5 day of JAN., 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "**Parish**") and Devonda Washington (hereinafter sometimes referred to as "**Contractor**"), do hereby enter into this "**Contract**" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

TERMINATION FOR CONVENIENCE

Parish may terminate the contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for hours worked.

OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by Parish shall remain the property of Parish, and shall be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the

property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS:

Megan Collett

ST. JOHN THE BAPTIST PARISH

By: Natalie Robottom
Natalie Robottom
Parish President

WITNESS:

S. Val

By: James Wayne
NAME OF BUS DRIVER

Exhibit A
Statement of Work

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison.
9. Allow one personal vehicle to follow bus driver's designated bus.

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness.
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8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (i.e. Sweep and inspect for removal of food items and personal effects).
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LEVELS OF ACTIVATION:

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Pre-Deployment: Contractors are available by phone and ready to be deployed

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Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

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A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5th day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "Parish" and Jennifer M. Davis (hereinafter sometimes referred to as "Contractor"), do hereby enter into this "Contract" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

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property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS:

Megan Allen

ST. JOHN THE BAPTIST PARISH

By: *Natalie Robottom*
Natalie Robottom
Parish President

WITNESS:

J. Van

By: *Jennifer M. Davis*
NAME OF BUS DRIVER

985-233-1925

Exhibit A

Statement of Work

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB)
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison.
9. Allow one personal vehicle to follow bus driver's designated bus.

CONTRACTOR will:

- 1 Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement.
3. Complete any and all forms and documents required by Parish and SJBSB
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter.
7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter (ie. Sweep and inspect for removal of food items and personal effects).
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager.
12. Contact the SJBSB Liaison and follow SJBSB's procedures for repairs before spending money on bus repairs or other expenses.
13. Not consume alcohol or illegal drugs at any time during the activation of this contract

LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

Pre-Deployment: Contractors are available by phone and ready to be deployed

Deploy: Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St. John Elementary, the Parish's pick up point

Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

\$39.00 dollars per day (per diem) to cover meals

Contractor will be paid no later than ten (10) business days following the “stand down” of event or deactivation by the Parish’s Director of Public Safety. All payments will be processed through our Finance Department.

The Parish will provide Workman’s Compensation and General Liability Insurance for Contractor. SJBSB will provide the Contractor’s Automobile Liability Insurance.

In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St. John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000.00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5 day of JAN., 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "Parish" and John Britton (hereinafter sometimes referred to as "Contractor"), do hereby enter into this "Contract" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

TERMINATION FOR CONVENIENCE

Parish may terminate the contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for hours worked.

OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by Parish shall remain the property of Parish, and shall be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the

property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS:
Meghan Collins

ST. JOHN THE BAPTIST PARISH
By: Natalie Robottom
Natalie Robottom
Parish President

WITNESS:
J. Lee

By: Joan Britton
NAME OF BUS DRIVER

Exhibit A
Statement of Work

Coordination between the Parish and the St John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB)
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison.
9. Allow one personal vehicle to follow bus driver's designated bus

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter.
7. Not return to St John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (ie. Sweep and inspect for removal of food items and personal effects)
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager
12. Contact the SJBSB Liaison and follow SJBSB's procedures for repairs before spending money on bus repairs or other expenses.
13. Not consume alcohol or illegal drugs at any time during the activation of this contract.

LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

Pre-Deployment: Contractors are available by phone and ready to be deployed

Deploy: Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St. John Elementary, the Parish's pick up point

Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

\$39.00 dollars per day (per diem) to cover meals

Contractor will be paid no later than ten (10) business days following the “stand down” of event or deactivation by the Parish’s Director of Public Safety. All payments will be processed through our Finance Department.

The Parish will provide Workman’s Compensation and General Liability Insurance for Contractor. SJBSB will provide the Contractor’s Automobile Liability Insurance.

In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St. John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000.00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5th day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "**Parish**") and Lynette B Mitchell (hereinafter sometimes referred to as "**Contractor**"), do hereby enter into this "**Contract**" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

TERMINATION FOR CONVENIENCE

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OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by Parish shall remain the property of Parish, and shall be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the

property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS:

Gregory Cole

ST. JOHN THE BAPTIST PARISH

By: *Natalie Robottom*
Natalie Robottom
Parish President

WITNESS:

S. Van

By: *Lynette B. Mitchell*
NAME OF BUS DRIVER

(985) 224-6666
lynnettemitchell1364@comcast.net

Exhibit A

Statement of Work

Coordination between the Parish and the St John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
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5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB)
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
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9. Allow one personal vehicle to follow bus driver's designated bus.

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7. Not return to St John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (ie. Sweep and inspect for removal of food items and personal effects).
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager.
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LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

Pre-Deployment: Contractors are available by phone and ready to be deployed

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Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

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Contractor will be paid as per the fee schedule below:

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(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

\$39.00 dollars per day (per diem) to cover meals

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In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St. John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000.00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5th day of January, 2015, St. John the Baptist Parish Council, State of Louisiana (hereinafter sometimes referred to as "Parish" and Madelina Jacob (hereinafter sometimes referred to as "Contractor"), do hereby enter into this "Contract" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

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property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

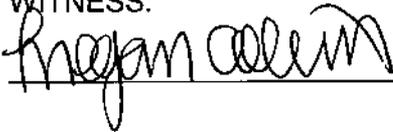
Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

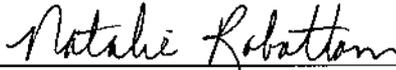
THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

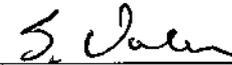
WITNESS:



ST. JOHN THE BAPTIST PARISH

By: 
Natalie Robottom
Parish President

WITNESS:



By: 
NAME OF BUS DRIVER

Exhibit A

Statement of Work

Coordination between the Parish and the St John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison.
9. Allow one personal vehicle to follow bus driver's designated bus.

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness.
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter.
7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (ie. Sweep and inspect for removal of food items and personal effects).
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager.
12. Contact the SJBSB Liaison and follow SJBSB's procedures for repairs before spending money on bus repairs or other expenses.
13. Not consume alcohol or illegal drugs at any time during the activation of this contract.

LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

Pre-Deployment: Contractors are available by phone and ready to be deployed

Deploy: Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St. John Elementary, the Parish's pick up point

Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

\$39.00 dollars per day (per diem) to cover meals

Contractor will be paid no later than ten (10) business days following the “stand down” of event or deactivation by the Parish’s Director of Public Safety. All payments will be processed through our Finance Department.

The Parish will provide Workman’s Compensation and General Liability Insurance for Contractor. SJBSB will provide the Contractor’s Automobile Liability Insurance.

In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St. John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000.00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5 day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "Parish" and Marcel Belvin Jr (hereinafter sometimes referred to as "Contractor"), do hereby enter into this "Contract" under the following terms and conditions

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract, provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked

TERMINATION FOR CONVENIENCE

Parish may terminate the contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for hours worked.

OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by Parish shall remain the property of Parish, and shall be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the

property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015

WITNESS

Kregan Allen

ST JOHN THE BAPTIST PARISH

By *Natalie Robottom*
Natalie Robottom
Parish President

WITNESS:

S. Van

By: *Maurel Belif*
NAME OF BUS DRIVER

985-817-2700 cell
985-536-3345 home

Exhibit A
Statement of Work

Coordination between the Parish and the St John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison.
9. Allow one personal vehicle to follow bus driver's designated bus.

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness.
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter.
7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
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9. Check in daily with the Shelter Liaison.
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12. Contact the SJBSB Liaison and follow SJBSB's procedures for repairs before spending money on bus repairs or other expenses.
13. Not consume alcohol or illegal drugs at any time during the activation of this contract.

LEVELS OF ACTIVATION:

- Notification: Contractors will be notified of need to be available by a specific time
- Pre-Deployment: Contractors are available by phone and ready to be deployed
- Deploy: Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St John Elementary, the Parish's pick up point
- Mission Assignment Contractors are instructed to proceed to designated shelter location
- Stand Down Contractors are released from activation. (NOTE: This can occur after any level of activation)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400) Calculation of the per day costs will be pro-rated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to "stand down")

\$39.00 dollars per day (per diem) to cover meals

Contractor will be paid no later than ten (10) business days following the "stand down" of event or deactivation by the Parish's Director of Public Safety All payments will be processed through our Finance Department.

The Parish will provide Workman's Compensation and General Liability Insurance for Contractor SJBSB will provide the Contractor's Automobile Liability Insurance

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A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5 day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "**Parish**") and Margie W. Johnson (hereinafter sometimes referred to as "**Contractor**"), do hereby enter into this "**Contract**" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

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Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

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AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

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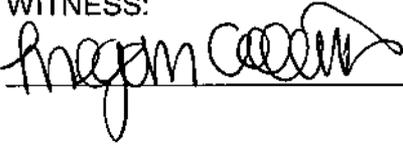
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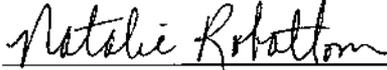
THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS:



ST. JOHN THE BAPTIST PARISH

By: 
Natalie Robottom
Parish President

WITNESS:



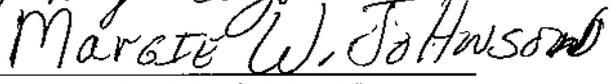

By: 
NAME OF BUS DRIVER

Exhibit A
Statement of Work

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

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LEVELS OF ACTIVATION:

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Deploy: Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St. John Elementary, the Parish's pick up point

Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

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ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5 day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "**Parish**") and Mattie Lee (hereinafter sometimes referred to as "**Contractor**"), do hereby enter into this "**Contract**" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

TERMINATION FOR CONVENIENCE

Parish may terminate the contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for hours worked.

OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by Parish shall remain the property of Parish, and shall be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the

property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS:
Gregory Collins

ST. JOHN THE BAPTIST PARISH
By: Natalie Robottom
Natalie Robottom
Parish President

WITNESS:
S. Dean

By: Mattie Bee
NAME OF BUS DRIVER

Exhibit A

Statement of Work

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison.
9. Allow one personal vehicle to follow bus driver's designated bus.

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness.
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter.
7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (i.e. Sweep and inspect for removal of food items and personal effects).
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager.
12. Contact the SJBSB Liaison and follow SJBSB's procedures for repairs before spending money on bus repairs or other expenses.
13. Not consume alcohol or illegal drugs at any time during the activation of this contract.

LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

Pre-Deployment: Contractors are available by phone and ready to be deployed

Deploy: Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St. John Elementary, the Parish's pick up point

Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

\$39.00 dollars per day (per diem) to cover meals

Contractor will be paid no later than ten (10) business days following the “stand down” of event or deactivation by the Parish’s Director of Public Safety. All payments will be processed through our Finance Department.

The Parish will provide Workman’s Compensation and General Liability Insurance for Contractor. SJBSB will provide the Contractor’s Automobile Liability Insurance.

In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St. John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000.00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5 day of 2015, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "**Parish**") and Melvin Zeno Sr. (hereinafter sometimes referred to as "**Contractor**"), do hereby enter into this "**Contract**" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

TERMINATION FOR CONVENIENCE

Parish may terminate the contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for hours worked.

OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by Parish shall remain the property of Parish, and shall be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the

property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5 day of January 2015.

WITNESS:

Megan Collins

ST. JOHN THE BAPTIST PARISH

By: Natalie Robottom
Natalie Robottom
Parish President

WITNESS:

S/ Uca

By: Meguin Zera ST
NAME OF BUS DRIVER

Exhibit A

Statement of Work

Coordination between the Parish and the St John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes

PARISH will:

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2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
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7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison
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9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (I.e. Sweep and inspect for removal of food items and personal effects).
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LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

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Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

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Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

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A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5 day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "**Parish**") and Milton Smith (hereinafter sometimes referred to as "**Contractor**"), do hereby enter into this "**Contract**" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

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TERM OF CONTRACT

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IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS:

Megan Collins

ST. JOHN THE BAPTIST PARISH

By: Natalie Robottom
Natalie Robottom
Parish President

WITNESS:

S. Valer

By: Amey Jones
NAME OF BUS DRIVER

Exhibit A

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Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

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3. Complete any and all forms and documents required by Parish and SJBSB.
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5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
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LEVELS OF ACTIVATION:

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Contractor will be paid no later than ten (10) business days following the “stand down” of event or deactivation by the Parish’s Director of Public Safety. All payments will be processed through our Finance Department.

The Parish will provide Workman’s Compensation and General Liability Insurance for Contractor. SJBSB will provide the Contractor’s Automobile Liability Insurance.

In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St. John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000.00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5th day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "**Parish**") and Natanya Drophmore (hereinafter sometimes referred to as "**Contractor**"), do hereby enter into this "**Contract**" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

TERMINATION FOR CONVENIENCE

Parish may terminate the contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for hours worked.

OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by Parish shall remain the property of Parish, and shall be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the

property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS:

[Handwritten Signature]

ST. JOHN THE BAPTIST PARISH

By: *Natalie Robottom*
Natalie Robottom
Parish President

WITNESS:

[Handwritten Signature]

By: *Maureen Droptemere*
NAME OF BUS DRIVER

Exhibit A
Statement of Work

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison.
9. Allow one personal vehicle to follow bus driver's designated bus.

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness.
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter.
7. Not return to St John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter (ie Sweep and inspect for removal of food items and personal effects).
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager.
12. Contact the SJBSB Liaison and follow SJBSB's procedures for repairs before spending money on bus repairs or other expenses.
13. Not consume alcohol or illegal drugs at any time during the activation of this contract.

LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

Pre-Deployment: Contractors are available by phone and ready to be deployed

Deploy: Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St. John Elementary, the Parish's pick up point

Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

\$39.00 dollars per day (per diem) to cover meals

Contractor will be paid no later than ten (10) business days following the “stand down” of event or deactivation by the Parish’s Director of Public Safety. All payments will be processed through our Finance Department.

The Parish will provide Workman’s Compensation and General Liability Insurance for Contractor. SJBSB will provide the Contractor’s Automobile Liability Insurance.

In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St. John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000.00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5 day of JANUARY, 2015, St. John the Baptist Parish Council, State of Louisiana (hereinafter sometimes referred to as "Parish" and PAMELA VARNADO (hereinafter sometimes referred to as "Contractor"), do hereby enter into this "Contract" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

TERMINATION FOR CONVENIENCE

Parish may terminate the contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for hours worked.

OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by Parish shall remain the property of Parish, and shall be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the

property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

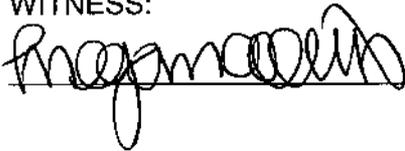
Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

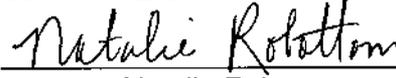
THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5TH day of JANUARY 2015.

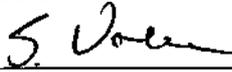
WITNESS:



ST. JOHN THE BAPTIST PARISH

By: 
Natalie Robottom
Parish President

WITNESS:



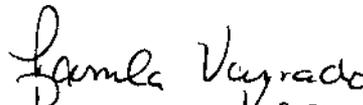

By: PAMELA VARNAIDO
NAME OF BUS DRIVER

Exhibit A **Statement of Work**

Coordination between the Parish and the St John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense Contractor must provide the physical location and contact number to the Parish's shelter liaison
9. Allow one personal vehicle to follow bus driver's designated bus.

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness.
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement
3. Complete any and all forms and documents required by Parish and SJBSB
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter.
7. Not return to St John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (ie. Sweep and inspect for removal of food items and personal effects).
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager.
12. Contact the SJBSB Liaison and follow SJBSB's procedures for repairs before spending money on bus repairs or other expenses.
13. Not consume alcohol or illegal drugs at any time during the activation of this contract.

LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

Pre-Deployment: Contractors are available by phone and ready to be deployed

Deploy: Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St. John Elementary, the Parish's pick up point

Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be pro-rated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

\$39.00 dollars per day (per diem) to cover meals

Contractor will be paid no later than ten (10) business days following the “stand down” of event or deactivation by the Parish’s Director of Public Safety. All payments will be processed through our Finance Department.

The Parish will provide Workman’s Compensation and General Liability Insurance for Contractor. SJBSB will provide the Contractor’s Automobile Liability Insurance.

In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St. John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000.00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5 day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "Parish" and Rachel Stewart (hereinafter sometimes referred to as "Contractor"), do hereby enter into this "Contract" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

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property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

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The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS.

Megan Allen

ST. JOHN THE BAPTIST PARISH

By: Natalie Robottom
Natalie Robottom
Parish President

WITNESS:

S. Allen

By: Rachel Stewart
NAME OF BUS DRIVER

Exhibit A

Statement of Work

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison.
9. Allow one personal vehicle to follow bus driver's designated bus.

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness.
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter.
7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (ie Sweep and inspect for removal of food items and personal effects).
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager.
12. Contact the SJBSB Liaison and follow SJBSB's procedures for repairs before spending money on bus repairs or other expenses.
13. Not consume alcohol or illegal drugs at any time during the activation of this contract.

LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

Pre-Deployment: Contractors are available by phone and ready to be deployed

Deploy: Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St. John Elementary, the Parish's pick up point

Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

\$39.00 dollars per day (per diem) to cover meals

Contractor will be paid no later than ten (10) business days following the “stand down” of event or deactivation by the Parish’s Director of Public Safety. All payments will be processed through our Finance Department.

The Parish will provide Workman’s Compensation and General Liability Insurance for Contractor. SJBSB will provide the Contractor’s Automobile Liability Insurance.

In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St. John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000.00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5 day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "**Parish**") and Rhonda King James (hereinafter sometimes referred to as "**Contractor**"), do hereby enter into this "**Contract**" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

TERMINATION FOR CONVENIENCE

Parish may terminate the contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for hours worked.

OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by Parish shall remain the property of Parish, and shall be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the

property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS:

Megan Allen

ST. JOHN THE BAPTIST PARISH

By: Natalie Robottom
Natalie Robottom
Parish President

WITNESS:

S. L. Brown

By: A. L. H. Jones
NAME OF BUS DRIVER

Exhibit A

Statement of Work

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison.
9. Allow one personal vehicle to follow bus driver's designated bus.

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness.
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter.
7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (i.e. Sweep and inspect for removal of food items and personal effects).
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager.
12. Contact the SJBSB Liaison and follow SJBSB's procedures for repairs before spending money on bus repairs or other expenses.
13. Not consume alcohol or illegal drugs at any time during the activation of this contract.

LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

Pre-Deployment: Contractors are available by phone and ready to be deployed

Deploy: Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St. John Elementary, the Parish's pick up point

Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

\$39.00 dollars per day (per diem) to cover meals

Contractor will be paid no later than ten (10) business days following the “stand down” of event or deactivation by the Parish’s Director of Public Safety. All payments will be processed through our Finance Department.

The Parish will provide Workman’s Compensation and General Liability Insurance for Contractor. SJBSB will provide the Contractor’s Automobile Liability Insurance.

In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St. John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000 00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5th day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "Parish" and Shawden Chopin (hereinafter sometimes referred to as "Contractor"), do hereby enter into this "Contract" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

TERMINATION FOR CONVENIENCE

Parish may terminate the contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for hours worked.

OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by Parish shall remain the property of Parish, and shall be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the

property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS:

Megan Celestis

ST. JOHN THE BAPTIST PARISH

By: Natalie Robottom
Natalie Robottom
Parish President

WITNESS:

S/ Oca

By: Dondra Chopin
NAME OF BUS DRIVER
504-202-4426
nunu_37@yahoo.com
nunuschopin@gmail.com

Exhibit A

Statement of Work

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
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CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness.
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7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
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10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (ie. Sweep and inspect for removal of food items and personal effects).
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A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5th day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "**Parish**") and Shelton Valentine (hereinafter sometimes referred to as "**Contractor**"), do hereby enter into this "**Contract**" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

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It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

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DISCRIMINATION CLAUSE

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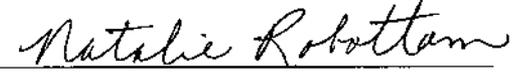
THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

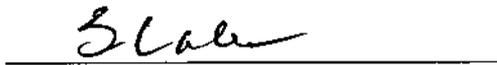
WITNESS:

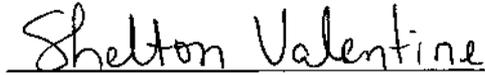


ST. JOHN THE BAPTIST PARISH

By: 
Natalie Robottom
Parish President

WITNESS:



By: 
NAME OF BUS DRIVER

Home phone (985) 497-8495

Cell phone (225) 624-5193

Exhibit A
Statement of Work

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison.
9. Allow one personal vehicle to follow bus driver's designated bus.

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness.
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter.
7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (ie Sweep and inspect for removal of food items and personal effects)
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager.
12. Contact the SJBSB Liaison and follow SJBSB's procedures for repairs before spending money on bus repairs or other expenses
13. Not consume alcohol or illegal drugs at any time during the activation of this contract

LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

Pre-Deployment: Contractors are available by phone and ready to be deployed

Deploy: Contractors are instructed to pick up buses from the SJBSB transportation office and report to East St. John Elementary, the Parish's pick up point

Mission Assignment. Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

\$39.00 dollars per day (per diem) to cover meals

Contractor will be paid no later than ten (10) business days following the “stand down” of event or deactivation by the Parish’s Director of Public Safety. All payments will be processed through our Finance Department.

The Parish will provide Workman’s Compensation and General Liability Insurance for Contractor. SJBSB will provide the Contractor’s Automobile Liability Insurance.

In further consideration of the benefits to the residents of St. John the Baptist Parish of having an effective emergency evacuation plan in effect during a time of emergency, and in furtherance of the objectives outlined in the Memorandum of Understanding executed effective May 28th, 2013, between the St. John the Baptist Parish School Board and St. John the Baptist Parish, and to alleviate concerns regarding loss or damage to the buses utilized during an emergency, as per the cost recovery clause contained within the Memorandum of Understanding, St. John the Baptist Parish agrees to reimburse the St. John the Baptist School Board for any deductibles and/or out of pocket expenses incurred or owing by the Board as a result of any covered claim for damages or loss arising out of the use of the St. John the Baptist School Board buses while engaged in services under the Memorandum of Understanding. St. John the Baptist Parish understands that the St. John the Baptist Parish School Board insurance policies covering the buses shall be primary in the event of a claim for damage, personal injury or loss of property, should such occur while the buses are engaged, and being utilized, for the purposes outlined in the Memorandum of Understanding. St. John the Baptist Parish acknowledges that the St. John the Baptist Parish School Board presently has a self-insured retention (SIR) of \$150,000.00 for all casualty and property claims, or other losses pertaining to the buses.

A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5th day of JANUARY, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "**Parish**") and Stella S. STEINLICHMICHTEL (hereinafter sometimes referred to as "**Contractor**"), do hereby enter into this "**Contract**" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information.)

All payments must be approved by the **Director of Public Safety** and **Chief Financial Officer**.

TAXES

Contractor hereby agrees that the responsibility for payment of taxes from the funds thus received under this contract and/or legislative appropriation shall be Contractor's obligation.

TERMINATION FOR CAUSE

Parish may terminate this contract for cause based upon the failure of the Contractor to comply with the terms and/or conditions of the contract; provided that Parish shall give the Contractor thirty (30) days written notice specifying the Contractor's failure. The Contractor shall be entitled to payment for hours worked.

TERMINATION FOR CONVENIENCE

Parish may terminate the contract at any time by giving thirty (30) days written notice to the Contractor. The Contractor shall be entitled to payment for hours worked.

OWNERSHIP

All records, reports, documents, and other material delivered or transmitted to Contractor by Parish shall remain the property of Parish, and shall be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract. All records, reports, documents, or other material related to this contract and/or obtained or prepared by Contractor in connection with the performance of the services contracted for herein shall become the

property of Parish, and shall, upon request, be returned by Contractor to Parish, at Contractor's expense, at termination or expiration of this contract.

NONASSIGNABILITY

Contractor shall not assign any interest in this contract by assignment, transfer, or novation, without prior written consent of Parish. This provision shall not be construed to prohibit the Contractor from assigning its bank, trust company, or other financial institution any money due or to become due from approved contracts without such prior written consent. Notice of any such assignment or transfer shall be furnished promptly to Parish.

AUDITORS

It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract.

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

INDEMNITY

To the fullest extent permitted by law, Contractor shall indemnify and hold harmless and defend the Parish and all of its Agents and Employees, from and against all claims, damages, losses and expenses, including but not limited to attorney's fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself) including loss of use resulting therefrom, but only to the extent caused in whole or in part by negligent acts or omissions of Contractor.

SEVERABILITY CLAUSE

If any one or more of the provisions contained in this contract shall, for any reasons, be held to be invalid, illegal or unenforceable, in whole or in part, such invalidity, illegality, or unenforceability shall not affect any other provisions of this contract, and in such an event, this contract shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

EXCLUSIONS

Pursuant to Louisiana Revised Statute 38:2227, contractor must certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to public bribery, corrupt influencing, extortion, money laundering or their equivalent federal crimes. Contractor must further certify that he has not been convicted of, or has not entered into a plea of guilty or nolo contendere to theft, identity theft, theft of a business record, false accounting, issuing worthless checks, bank fraud, forgery, contractors' misapplication of payments, malfeasance in office, or their equivalent federal crimes within the (5) five years prior to submitting the proposal.

Pursuant to Louisiana Revised Statute 42:1113, contractor must certify that he is not a public servant of the Parish, nor is he a member of public servant's immediate family.

DISCRIMINATION CLAUSE

The Parish agrees to abide by the requirements of the following as applicable: Title VI and VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, Federal Executive Order 11246, the Federal Rehabilitation Act of 1973, as amended, the Vietnam Era Veteran's Readjustment Assistance Act of 1974, Title IX of the Education Amendments of 1972, the Age Act of 1975, and Contractor agrees to abide by the requirements of the Americans with Disabilities Act of 1990.

Parish agrees not to discriminate in its employment practices, and will render services under this contract without regard to race, color, religion, sex, national origin, veteran status, political affiliation, or disabilities.

Any act of discrimination committed by Parish, or failure to comply with these statutory obligations when applicable shall be grounds for termination of this contract.

THUS DONE AND SIGNED AT Laplace, Louisiana on the day, month and year first written above.

IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5th day of January 2015.

WITNESS:

Megam Collins

ST. JOHN THE BAPTIST PARISH

By: Natalie Robottom
Natalie Robottom
Parish President

WITNESS:

Stella L. Michael

By: Stella L. Michael
NAME OF BUS DRIVER

Exhibit A **Statement of Work**

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

PARISH will:

1. Notify Contractor of an emergency or major disaster declaration which may result in the need for bus drivers to facilitate the evacuation of residents. Notification will be made by the ESF -1 Transportation Officer to Contractor based on the contact information provided with payroll documentation.
2. Provide multiple copies of a manifest of all evacuees on the bus driver's designated bus.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Provide a detailed map showing the location of the shelter, designated rest stop area and/or other designated locations.
5. Provide a list of emergency contact telephone numbers.
6. Provide fueling instructions (Fuel cards will be issued by SJBSB).
7. Allow Contractor to evacuate immediate family members (limit of 6) on same bus.
8. Allow Contractor to reside offsite near the shelter facility, at Contractor's expense. Contractor must provide the physical location and contact number to the Parish's shelter liaison.
9. Allow one personal vehicle to follow bus driver's designated bus.

CONTRACTOR will:

1. Throughout the term of this contract, provide 24 hour contact information with the Parish's Office of Homeland Security and Emergency Preparedness.
2. Maintain a valid Louisiana Commercial Drivers License (CDL) with a Passenger Bus endorsement.
3. Complete any and all forms and documents required by Parish and SJBSB.
4. Follow the designated route and assigned convoy of buses to the appropriate shelter location.
5. Not perform any unofficial stops. A rest area stop will be designated upon deployment of the bus to the designated shelter. At the rest area or at any other stops (restroom stops), a mandatory roll call of the manifest will be conducted to insure everyone is accounted for before the bus leaves the rest area or other stopping point.
6. Give the bus manifest to the Parish's Shelter Liaison upon arrival at the designated shelter.
7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
8. Park buses at the designated parking area as instructed by the Parish's Shelter Liaison.
9. Check in daily with the Shelter Liaison.
10. Inspect buses for damage and perform cleanup of buses upon arrival at the designated shelter. (i.e. Sweep and inspect for removal of food items and personal effects).
11. Contact the Parish's ESF-1 Transportation Officer by telephone at (985) 652-2222 in the event of an accident, breakdown or other emergency while driving the bus to or from the designated shelter. In the event of a medical emergency, Contractor will call 911 for assistance and then contact the Parish's ESF-1 Transportation Manager.
12. Contact the SJBSB Liaison and follow SJBSB's procedures for repairs before spending money on bus repairs or other expenses.
13. Not consume alcohol or illegal drugs at any time during the activation of this contract.

LEVELS OF ACTIVATION:

Notification: Contractors will be notified of need to be available by a specific time

Pre-Deployment. Contractors are available by phone and ready to be deployed

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Mission Assignment: Contractors are instructed to proceed to designated shelter location

Stand Down: Contractors are released from activation. (NOTE: This can occur after any level of activation.)

Exhibit B
Budget

Contractor will be paid as per the fee schedule below:

\$750.00 per day less applicable taxes

(A day is defined as a 24 hour period (0001 – 2400). Calculation of the per day costs will be prorated beginning when Contractors are deployed by the Parish and ending when Contractors are instructed by the Parish to “stand down”.)

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A W-9 form is to be furnished prior to work being issued.



ST. JOHN

THE BAPTIST PARISH

1801 W. Airline Highway
LaPlace, LA 70068
(985) 652-9569

CONTRACT FOR BUS DRIVER SERVICES

BE IT KNOWN, that on this 5 day of January, 2015, **St. John the Baptist Parish Council**, State of Louisiana (hereinafter sometimes referred to as "Parish" and Ulysses Jarreau, Jr (hereinafter sometimes referred to as "Contractor"), do hereby enter into this "Contract" under the following terms and conditions.

SCOPE OF SERVICES

Contractor hereby agrees to assist in facilitating the evacuation of residents without transportation to points outside the Parish during a declared hurricane event as stated in **Exhibit A: Statement of Work**. This contract does not cover events other than those specified in this agreement.

PAYMENT TERMS

In consideration of the services described above, Parish hereby agrees to pay the Contractor in accordance with its fee schedule listed in **Exhibit B: Budget**. (See attached Exhibit B for detailed budget information)

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It is hereby agreed that Parish shall have the option of auditing all accounts of Contractor which relate to this contract

TERM OF CONTRACT

This agreement will be effective **June 1, 2015** and will terminate on **May 31, 2016**.

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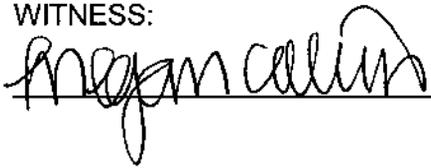
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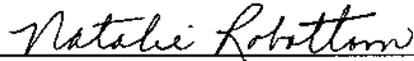
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IN WITNESS WHEREOF, the parties have executed this Agreement as of this 5 day of January 2015

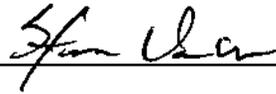
WITNESS:



ST. JOHN THE BAPTIST PARISH

By: 
Natalie Robottom
Parish President

WITNESS.



By: 
NAME OF BUS DRIVER

Exhibit A
Statement of Work

Coordination between the Parish and the St. John the Baptist Parish School Board (SJBSB) in times of emergency/disaster should be maintained at efficient levels and be a part of the purpose of this agreement. SJBSB is included in the EOC notification and activation alert list so the SJBSB can have appropriate personnel available to facilitate the use of SJBSB school buses for evacuation purposes.

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7. Not return to St. John the Baptist Parish until permission is granted to the Contractor from the Parish's Shelter Liaison.
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Budget

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