

PROFESSIONAL SERVICES AGREEMENT

Diane Fisher

THIS AGREEMENT ("Agreement") is between **Yamhill County**, a political subdivision of the State of Oregon, acting by and through its Board of Commissioners and its Planning Department ("County"), and **Diane Fisher**, an individual, 921 NW Yamhill St. McMinnville, OR, 97128 ("Fisher").

RECITALS:

A. County operates its Planning Department in order to provide adequate planning, development and inspection, including services related to septic and solid waste/disposal and related services to the citizens of Yamhill County; occasionally it is necessary for County to contract with a qualified professional with management experience in these areas.

B. Fisher is qualified to perform the duties required by County and imposed by this Agreement. County and desire to enter into this Agreement and County is authorized to enter into this Agreement under ORS 203.010(3). NOW, THEREFORE

AGREEMENT:

In consideration of the mutual covenants contained herein, and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, IT IS HEREBY AGREED BETWEEN THE PARTIES AS FOLLOWS:

SECTION 1 SERVICES OF FISHER.

1. Fisher agrees to perform the following services (the "Services"):
 - a. Be available for phone consultation and support to County staff as needed.
 - b. By mutually agreed appointment, attend meetings or consult with County staff on planning, building, electrical, septic and solid waste issues as needed.
 - c. Assist with the building permit software upgrade.
 - d. Provide the County with a monthly records reflecting hours worked and serviced provided.
 - e. Other consultation duties as assigned.
 - f. All activities listed above must be done under the authorization of the County Planning Director

2. To provide County with adequate notice in any instance when Fisher will be completely unavailable, temporarily unavailable, or will need to change service schedule.

SECTION 2 OBLIGATIONS OF COUNTY.

The County agrees to perform the following obligations:

1. Provide Fisher with records necessary for Fisher's performance under this Agreement, provided that Fisher shall be subject to the rules and regulations of County relating to the confidentiality of records.

2. Pay Fisher for the services provided under this Agreement at the rate of \$29.50 per hour for not to exceed amount of 80 hours per month, unless otherwise approved by the County Administrator and Planning Director, depending on County needs for services and funding available. However, no minimum number of hours is guaranteed by this Agreement

3. Make payment to Fisher as part of the County's normal payroll, following receipt and approval of an itemized statement for Services provided in the preceding payroll period.

4. To withhold state and federal income taxes from the payments owed Fisher under this Agreement and to pay to Internal Revenue Service and Oregon Department of Revenue all such sums withheld on behalf of Fisher.

5. To provide, at County's expense, worker's compensation insurance for Fisher's performance of Services under this Agreement.

6. To pay its proportionate share of social security and Medicare tax for services performed under this Agreement and to withhold and pay to the Internal Revenue Service Fisher's proportionate share of social security and Medicare taxes dues for services performed under this Agreement. For purposes of these taxes, Fisher shall be treated as an employee of County.

7. To provide, at County's expense, liability insurance coverage for claims connected to performance of Fisher's duties under this Agreement, subject to the provisions of the Oregon Tort Claims Act.

SECTION 3 MUTUAL OBLIGATIONS.

County and Fisher mutually agree as follows:

1. County and Fisher agree to comply with the rules and regulations of County, applicable federal regulations and all provisions of federal and state law relating to Fisher's performance of services under this Agreement. The requirements of ORS 279B.200 through 279B.240 and Article XI, Section 10, of the Oregon Constitution are incorporated into this Agreement by reference.

2. That a contract employee/employer relationship is created by this Agreement. The only compensation due Fisher is specifically stated in this Agreement. Specifically, both parties agree that Fisher will not be entitled to any benefits typically granted to County employees, including but not limited to, vacation, holiday or sick leave, other leaves with pay, tenure, health and welfare coverage, life and disability insurance, overtime, retirement benefits or to any other benefit not specifically referred to above, except as required by law.

3. Any expenses incurred by Fisher in the performance of the terms and conditions of this Agreement not specifically provided for in this Agreement shall be the sole and separate responsibility of Fisher.

4. Fisher will provide services to County and clients without regard for race, color, creed, religion or national origin in compliance with Title IV, Civil Rights Act, 1954.

5. County may subcontract for similar services with other parties as the need for such services arises.

6. This Agreement shall not be subcontracted or assigned by Fisher without the prior written consent of County.

7. Fisher will be subject to the general administrative supervision of the Planning Director.

SECTION 4 TERM AND TERMINATION.

1. Term. Unless terminated in accordance with subsection (2), the term of this Agreement is from May 24, 2018 through June 30, 2019, and supersedes any prior agreements between the parties.

2. Termination. Either party may terminate this Agreement on 15 days' written notice to the other party. Termination shall not excuse liabilities incurred prior to the termination date.

SECTION 5 PERS; WAIVER OF COUNTY LIABILITY. As a PERS retiree, Fisher acknowledges and agrees that it is Fisher's sole responsibility to comply with all terms and conditions applicable to Fisher's receipt of PERS pension benefits, including but not limited to any limitation on the number of hours Fisher may work for County (or other qualifying employers) in a calendar year without risking loss or reduction of PERS pension benefits. **County bears no responsibility to monitor or ensure Fisher's compliance with such PERS requirements and Fisher hereby voluntarily waives any and all liability of County for Fisher's failure to adhere to applicable PERS requirements during or after the term of this Agreement.** If Fisher has questions regarding compliance with PERS requirements, Fisher shall direct all such questions to PERS.

SECTION 6 COST AND ATTORNEYS FEES. In the event that either party to this Agreement shall take any action, judicial or otherwise, to enforce or interpret any of the terms of this Agreement each party shall be wholly responsible for its own expenses which it may reasonably incur in taking such action, including costs and attorney fees, whether incurred in a suit or action or appeal from a judgment or decree therein or in connection with any nonjudicial action.

SECTION 7 CONFIDENTIALITY. Fisher acknowledges that Fisher may, in the course of performance under this Agreement, be exposed to or acquire information that is the confidential information of County. Any and all information provided by County and marked confidential or information identified as confidential in a separate writing, that becomes available to Fisher in the performance of this Agreement shall be deemed to be confidential information of County ("Confidential Information"). Any reports or other documents or items, including software, that result from Fisher's use of the Confidential Information are also deemed Confidential Information. Fisher agrees to hold Confidential Information in strict confidence, using at least the same degree of care that Fisher uses in maintaining the confidentiality of Fisher's own confidential information, and not to copy, reproduce, sell, assign, license, market, transfer or otherwise dispose of, give or disclose Confidential Information for any purposes whatsoever, except as may be provided elsewhere under this Agreement. Fisher agrees that, upon termination of this Agreement or at County's request, Fisher will turn over to County all documents, papers and other matter in Fisher's possession that embody Confidential Information.

SECTION 8 WAIVER; SEVERABILITY. The failure of County to enforce any provision of this Agreement shall not constitute a waiver by County of that or any other provision. The parties agree that if any term or provision of this Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and conditions shall not be affected and

the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular term or provision held to be invalid.

SECTION 9 ENTIRE AGREEMENT. This Agreement is the entire agreement between the parties, and no statements, promises, or inducements made by either party or agent of either party that are not contained in this written Agreement shall be valid or binding. No alterations, changes, or additions to this Agreement shall be made except in a written document signed by both parties.

SECTION 10 GOVERNING LAW; JURISDICTION; VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Oregon, without regard to principles of conflicts of law. Any claim, action, suit or proceeding, (collectively "Claim") between County and Provider that arises from or relates to this Agreement shall be brought and conducted solely and exclusively within the Circuit Court of Yamhill County for the State of Oregon. FISHER, BY EXECUTION OF THIS AGREEMENT HEREBY CONSENTS TO THE IN PERSONAM JURISDICTION OF SAID COURTS.

IN WITNESS WHEREOF, the parties have executed this Agreement on the dates set forth adjacent to their signatures below.

**YAMHILL COUNTY
BOARD OF COMMISSIONERS**



DIANE FISHER

Date: 5-14-18

SS #: on file



MARY STARRETT, Chair

Date: 5-10-18

APPROVED AS TO FORM:

By: 

CHRISTIAN BOENISCH
County Counsel

PLANNING DEPARTMENT

By: 

KEN FRIDAY
Planning Director

Accepted by Yamhill County
Board of Commissioners on
5/10/18 by Board Order
18-145