

Date: May 8, 2023 Item No.: 10.g

Department Approval

City Manager Approval

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Item Description: Consider Approval of Professional Services Contract for Mental Health Wellness Program for the Police Department

1 BACKGROUND

- 2 Employees are the Roseville Police Department's greatest asset. With the unique threats and stress
- officers face, wellness is a top priority and focus of the department. Healthy officers are essential to
- a healthy department and healthy communities.
- Roseville offers a comprehensive officer wellness program, concentrating on three primary areas of
- 6 wellness: mental, physical and financial. Law enforcement wellness programs/resources that have
- been developed in recent years include in-service wellness/resiliency training, debriefs with licensed
- 8 professionals following all critical incidents, fitness incentives and rewards, workout on duty, paid
- 9 mandatory rest periods, and financial counseling related to retirement planning.
- Starting in 2021, RPD implemented a mandatory mental health check-in program. All members of
- the department are required to attend one mental health check-in each year. This program offers
- Roseville PD staff with direct access to mental health professionals. Much like an annual physical,
- we encourage officers to get a "check up from the neck up" twice a year. The traditional model of
- waiting until an officer experiences mental health issues is not beneficial for the officer or our
- community. Spouses/partners of officers are also encouraged to attend the check-in.
- While not fully funded, formalized budgeting for the aforementioned services was implemented in
- 17 2023. Additional funds have been provided through donations.
- The Roseville Police Department is interested in providing continued, formalized wellness offerings
- to its employees by partnering with Masa Consulting and Jonathan Bundt who is a leading expert in
- 20 Emergency Responder mental health services.

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- 22 RPD will enter into a professional service contract (Attachment A) and terms of engagement
- agreement (Attachment B) with Masa Consulting which has been reviewed by the City Attorney.

4 POLICY OBJECTIVE

- 25 The Roseville Police Department understands the importance of preventative and operational care in
- addressing officer mental health issues, and seeks to provide tools to our officers for supporting and
- 27 managing occupational health issues.

28 BUDGET IMPLICATIONS

- No additional funding is needed for the 2023 program as cost will be paid with current budget
- funding coupled with donations received from the Roseville Police Foundation. Monthly costs are
- estimated at \$2500.00.

32 RACIAL EQUITY IMPACT SUMMARY

- Investing in officer wellness can improve trust and legitimacy, furthering the City of Roseville and
- the Roseville Police Department's commitment to creating a safe and livable community.

35 STAFF RECOMMENDATION

- 36 Staff recommends approval of professional services contract with Masa Consulting for Police
- wellness programming.

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REQUESTED COUNCIL ACTION

Approval of professional service contract with Masa Consulting for Police wellness programming.

Prepared by: Joe Adams, Deputy Police Chief Attachments: A: Professional Service Agreement

B: Masa Consulting Engagement Agreement

CITY OF ROSEVILLE AND MASA CONSULTING, INC. PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("Agreement") is made on the ____ day of ____ 2023, between the City of Roseville, a Minnesota municipal corporation (the "City"), and Masa Consulting, Inc., an emergency responder mental health services provider (hereinafter "Masa" or "Consultant"). The Agreement outlines terms of engagement for assessment, consulting and training services.

Preliminary Statement

The City has adopted a policy regarding the selection and retention of consultants to provide a variety of professional services for City projects. That policy requires that persons, firms or corporations providing such services enter into written agreements with the City. The purpose of this Agreement is to set forth the terms and conditions for the performance of professional services by the Consultant.

The City and Consultant agree as follows:

- 1. Scope of Work. The Consultant agrees to provide the professional services described in Exhibit A attached hereto ("Work") in consideration for the compensation set forth in Provision 3 below. The terms of this Agreement shall take precedence over and supersede any provisions and/or conditions in any proposal submitted by the Consultant.
- 2. Term and Termination. The term of this Agreement will commence upon signature of both Parties. Unless extended by written agreement of the Parties, this Agreement will terminate no later than May 1, 2028. This Agreement may be terminated earlier by the City with or without cause, by delivering, a written notice at least sixty (60) days prior to the date of such termination to Consultant. The date of termination shall be stated in the notice. Upon termination the Consultant shall be paid for services rendered and eligible reimbursable expenses incurred by the Consultant through and until the date of termination. If the City terminates this Agreement for cause, the notice shall so-state, and no further payment shall be due to the Consultant following the delivery of the termination notice.

The Parties acknowledge that either Party may terminate this Agreement for purposes of renegotiating certain Terms, including terms related to Compensation. In the event of such termination the Parties agree to negotiate reasonable compensation in good faith.

- 3. Compensation for Work. The City agrees to compensate the Consultant the in accordance with Exhibit B attached hereto for the Work, subject to the following:
 - a. Any changes in the Work which may result in an increase to the compensation due the Consultant shall require prior written approval of the City. The City will not pay additional compensation for Work that does not have such prior written approval.

b. Third party independent contractors and/or subcontractors may be retained by the Consultant when required by the complex or specialized nature of the Work when authorized in writing by the City. The Consultant shall be responsible for and shall pay all costs and expenses payable to such third party contractors unless otherwise agreed to by the parties in writing.

4. City Representative and Special Requirements:

- a. Chief Scheider shall act as the City's representative with respect to the Work to be performed under this Agreement. Such representative shall have authority to transmit instructions, receive information and interpret and define the City's policies and decisions with respect to the Work to be performed under this Agreement, but shall not have the right to enter into contracts or make binding agreements on behalf of the City with respect to the Work or this Agreement. The City may change the City's representative at any time by notifying the Consultant of such change in writing.
- b. In the event that the City requires any special conditions or requirements relating to the Work and/or this Agreement, such special conditions and requirements are stated in Exhibit C attached hereto. The parties agree that such special conditions and requirements are incorporated into and made a binding part of this Agreement. The Consultant agrees to perform the Work in accordance with, and this Agreement shall be subject to, the conditions and requirements set forth in Exhibit C.
- **5. Method of Payment**. The Consultant shall submit to the City, on a monthly basis commencing on June 1, an itemized written invoice for the Work performed under this Agreement during the previous month. Invoices submitted shall be paid in the same manner as other claims made to the City. Invoices shall contain the following:
 - a. For Work reimbursed on an hourly basis, the Consultant shall indicate for each employee, his or her name, job title, the number of hours worked, rate of pay for each employee, a computation of amounts due for each employee, and the total amount due for each project task. For all other Work, the Consultant shall provide a description of the Work performed and the period to which the invoice applies. For reimbursable expenses, if provided for in Exhibit A, the Consultant shall provide an itemized listing and such documentation of such expenses as is reasonably required by the City. In addition to the foregoing, all invoices shall contain, if requested by the City, the City's project number, a progress summary showing the original (or amended) amount of the Agreement, the current billing, past payments, the unexpended balance due under the Agreement, and such other information as the City may from time to time reasonably require.
 - b. To receive any payment pursuant to this Agreement, the invoice must include the following statement dated and signed by the Consultant: "I declare under penalty of perjury that this account, claim, or demand is just and correct and that no part of it has been paid."

The payment of invoices shall be subject to the following provisions:

- i. The City shall have the right to suspend the Work to be performed by the Consultant under this Agreement when it deems necessary to protect the City, residents of the City or others who are affected by the Work. If any Work to be performed by the Consultant is suspended in whole or in part by the City, the Consultant shall be paid for any services performed prior to the delivery upon the Consultant of the written notice from the City of such suspension.
- ii. The Consultant shall be reimbursed for services performed by any third party independent contractors and/or subcontractors only if the City has authorized the retention of and has agreed to pay such persons or entities pursuant to Section 3B above.
- **6. Standard of care.** All work performed by the Consultant under this Agreement shall be in accordance with the normal standard of care in Ramsey County, Minnesota, for professional services of like kind to the Work being performed under this Agreement.
- **Representatives and Notices**: The below-named individuals will act as the representatives of the Parties with respect to the work to be performed under this Agreement. Any termination notice issued under this Agreement shall be either hand delivered or sent by U.S. Mail to the below-named individuals:

To City: To Consultant:

City of Roseville Masa Consulting, Inc. 2660 Civic Center Drive 13033 Ridgedale Drive #112 Roseville, MN 55113 Minnetonka, MN 55305 Attn: Chief Scheider Attn: Jonathan Bundt

Notices shall be deemed effective on the date of receipt if given personally, on the date of deposit in U.S. Mail if mailed, or on the date of delivery to an overnight courier if so delivered; provided, however, if notice is given by deposit in the U.S. Mail or delivery to an overnight courier, the time for response to any notice by the other party shall commence to run one business day after the date of mailing or delivery to the courier. Any party may change its address for the service of notice by giving written notice of such change to the other party, in any manner above specified, 10 days prior to the effective date of such change.

- **8. Assignment or Subcontracting.** The Consultant shall not assign or enter into subcontracts for services provided under this Agreement without the written consent of the City. If subcontracts are approved and entered into, the Consultant shall promptly pay any subcontractor involved in the performance of this Agreement as required by, and the Consultant shall otherwise comply with, the State Prompt Payment Act.
- **9. Independent Contractor**. All Work provided pursuant to this Agreement shall be provided by Consultant as an independent contractor and not as an employee of the City

for any purpose. Any and all officers, employees, subcontractors, and agents of Consultant, or any other person engaged by Consultant in the performance of the Work pursuant to this Agreement, shall not be considered employees of the City.

- 10. Annual Review. Prior to December 31 of each year of this Agreement, the City shall have the right to conduct a review of the performance of the Work performed by the Consultant under this Agreement. The Consultant agrees to cooperate in such review and to provide such information as the City may reasonably request. Following each performance review the Parties shall, if requested by the City, meet and discuss the performance of the Consultant relative to the remaining Work to be performed by the Consultant under this Agreement.
- 11. Compliance with Laws and Regulations. The Consultant shall comply with all federal, state and local laws, statutes, ordinances, rules and regulations in the performance of the Work. Any violation by the Consultant of statutes, ordinances, rules and regulations pertaining to the Work to be performed shall constitute a material breach of this Agreement and entitle the City to immediately terminate this Agreement.
- 12. Non-Discrimination. During the performance of this Agreement, the Consultant shall not discriminate against any person, contractor, vendor, employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation or age. The Consultant shall post in places available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause and stating that all qualified applicants will receive consideration for employment. The Consultant shall incorporate the foregoing requirements in all of its subcontracts for Work done under this Agreement and will require all of its subcontractors performing such Work to incorporate such requirements in all subcontracts for the performance of the Work. The Consultant further agrees to comply with all aspects of the Minnesota Human Rights Act, Minnesota Statutes 363.01, et. seq., Title VI of the Civil Rights Act of 1964, and the Americans with Disabilities Act.
- 13. Data Practices Act Compliance. The Consultant acknowledges that all data provided, produced, or obtained under this Agreement shall be protected, maintained, and administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (the "Act"), and that with regard to such data Consultant must comply with the Act as if it were a government entity. Consultant will immediately report to the City any requests from third Parties for information relating to this Agreement.
- **14. Audit Disclosure**. Under Minn. Stat. § 16C.05, subd. 5, Consultant's books, records, documents, and accounting procedures and practices relevant to this Agreement, including books and records of any approved subcontractors, are subject to examination by the City and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years after the termination of this Agreement.
- **15. Indemnification**. Each Party agrees to defend, indemnify and hold the other Party, and its respective officials, officers, agents, employees, and representatives harmless from and

against all liability, claims, damages, costs, judgments, losses and expenses, including but not limited to reasonable attorney's fees, arising out of or resulting from any negligent or wrongful act or omission of the other Party, its officers, agents, employees, contractors and/or subcontractors, pertaining to the performance or failure to perform their obligations under this Agreement. Nothing herein shall be construed as a limitation on or waiver of any immunities or limitations on liability available to the City under Minnesota Statutes, Chapter 466, or other law.

- **16. Insurance**. Prior to starting the Work and during the full term of this Agreement, the Consultant shall procure and maintain, at Consultant's expense, as follows:
 - a. Workers Compensation insurance in accordance with Minnesota law;
 - b. Professional Liability Insurance covering any damages caused by an error, omission or any negligent act.
 - c. Coverage shall be sufficiently broad to cover to all duties and obligations undertaken by Consultant in this Agreement including duties related to indemnification;
 - d. Insurance must be on an "occurrence" basis, and, other than Workers Compensation, the limits of such policies must be no less than \$1,000,000 per occurrence and \$1,500,000 aggregate.
 - e. Consultant must provide a copy of: (i) a certification of insurance satisfactory to the City, and (ii) if requested, the Consultant's insurance declaration page, riders and/or endorsements, as applicable, which evidences the compliance with this Paragraph, must be filed with the City prior to the start of Consultant's Work. Such documents evidencing insurance shall be in a form acceptable to the City and shall provide satisfactory evidence that the Consultant has complied with all insurance requirements.

17. Intellectual Property.

- a. Masa retains all intellectual property rights in reports, training materials, and other deliverables produced and provided by Masa (the "Deliverables").
- b. The client may use the Deliverables for its own internal purposes only. Subject to Section 15 below, the client may not copy Deliverables or distribute Deliverables outside of its organization without Masa's prior written approval.
- 18. No Results Guaranteed. While Masa specializes in critical incident response, threat assessment, crisis management, and disaster mitigation and preparedness activities, Masa makes no representation or warranty that its services will achieve a particular result. MASA DISCLAIMS ALL WARRANTIES EXPRESS AND IMPLIED.
- 19. Conflicts. No salaried officer or employee of the City and no member of the City Council of the City shall have a financial interest, direct or indirect, in this Agreement. The violation of this provision shall render this Agreement void.
- **20. Waiver**. Any waiver by either Party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement or either Parties' ability to enforce a subsequent breach.

- 21. Governing Law. This Agreement shall be controlled by the laws of the State of Minnesota.
- 22. Dispute Resolution/Mediation. Each dispute, claim or controversy arising from or related to this Agreement or the relationships which result from this Agreement shall be subject to mediation as a condition precedent to initiating arbitration or legal or equitable actions by either party. Unless the parties agree otherwise, the mediation shall be in accordance with the Commercial Mediation Procedures of the American Arbitration Association then currently in effect. A request for mediation shall be filed in writing with the American Arbitration Association and the other party. No arbitration or legal or equitable action may be instituted for a period of 90 days from the filing of the request for mediation unless a longer period of time is provided by agreement of the parties. The parties shall memorialize any agreement resulting from the mediation in a Mediated Settlement Agreement, which Agreement shall be enforceable as a settlement in any court having jurisdiction thereof.
- **23. Counterparts**. This Agreement may be executed in multiple counterparts, each of which shall be considered an original.
- **24. Severability**. The provisions of this Agreement are severable. If any portion hereof is, for any reason, held by a court of competent jurisdiction to be contrary to law, such decision shall not affect the remaining provisions of this Agreement.
- 25. Entire Agreement. Unless stated otherwise in this Provision 24, the entire agreement of the Parties is contained in this Agreement. This Agreement supersedes all prior oral agreements and negotiations between the Parties relating to the subject matter hereof as well as any previous agreements presently in effect between the Parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the Parties, unless otherwise provided herein. The following agreements supplement and are part of this Agreement: Exhibit A and Exhibit B.

IN WITNESS WHEREOF, the undersigned Parties have entered into this Agreement as of the date set forth above.

City of Roseville:
By: Dan Roe
Its: Mayor
Dated:
Ву:
By: Patrick Trudgeon
Its: City Manager
Dated:
Masa Consulting, Inc.:
By: Jonathan Bundt
Its:
Dated:

EXHIBIT A

WORK

The Consultant shall perform the following Work at the following locations:

Masa will provide a comprehensive mental and behavioral health support program that has proactive and reactive services to the full-time staff of the Roseville Police Department.

Proactive Services

Most activities are based on a monthly calendar, where the police officers see me at least once a month for one reason or another. The core of proactive activities is based on building rapport with the department and educational activities.

1. Shift visits - Once a month (A and B sides). This is hanging out at the department, roll call, ride along, special events, and going on calls to help out when possible but more so having conversations and helping out on the calls when appropriate.

2. Meeting with leadership

- a. Establish an understanding of department culture on an ongoing basis
- b. Admin meeting on Tuesdays at 13:30. Monthly Attendance
- c. Monthly Leadership (Sergeants)
- d. Ongoing identification of needs of the department
- e. Support program management and being agile to the needs of the department
- f. Support with behavioral and mental health issues in the department

3. Wellness Committee

- a. Provide support and guidance for all wellness initiatives
- b. Assist in developing a Peer Support Model and provide clinical support. The launch goal is 2nd quarter.
- c. Work to develop a comprehensive family support program for the department

4. Work with specialty groups/teams and attend team meetings

- a. Investigators, including SROs and school visits. Monthly
- b. Patrol, including CSOs
- c. CAT
- d. Admin employees-attend once a quarter
 - i. Check in with staff that are promoted or job transition

5. Training

- a. Annual training-Development of training on the following topics but not limited to:
 - i. Suicide Awareness, Understanding PTSD
 - ii. Post-incident stress management
 - iii. Wellness: Exercise, Stress Management, Sleep, Nutrition
 - iv. What does it mean to ask for help? How to have a tough conversation with a partner

- v. Work to develop POST Board complement training, focusing on the integration of Use of Force and de-escalation and mental health calls
- b. Department Ongoing Training
 - i. Academy, including new family orientation
 - ii. Field Training
 - iii. Working with the new hires. With regularity throughout training phases

Reactive Services

6. Individual Supportive Counseling

- a. Initiate a supportive counseling program for all full-time department staff.
- b. Assist in navigating mental health resources outside of the department.
- c. Initiate stabilization and assessment for full-time employees as needed. And the development of an immediate action plan of support.
- d. Development of program boundaries
- e. Meeting with staff as requested
- f. Will not do long-term therapy with crew members. Use of assessment and referral
- g. Work to develop law enforcement-friendly resources with EAP and insurance providers.

7. Annual Wellness checks

- a. Will provide checks with staff that request.
- b. First and second quarters

8. Critical incident response

- a. Any critical incident response will be billed separately from the retainer at a flat rate of \$250
 - a. Critical incident activities may be the following but not limited to
 - i. Scene response
 - ii. Response to police station to provide crisis intervention support
 - iii. Response to hospital
 - iv. Provide individual and group debriefings
 - v. Family support
 - vi. Leadership consultation
 - b. Activities must be authorized by department leadership

EXHIBIT B

COMPENSATION

The City shall pay the Consultant the amount of \$_____ per month for the Work to be performed. This amount is comprised of the following:

- a. The term of the work period will be mutually agreed upon.
- b. Billing will be separated into the following categories:
 - i. Department Wellness Activities-Items 1 through 4 and 6 though 8
 - 1. A monthly retainer for \$2500 to cover these items (the "Retainer Amount")
 - ii. Annual Individual Wellness Checks Item 7
 - 1. Billed separately and not included in Retainer Amount.
 - iii. Training- Item 5
 - 1. Billed monthly, invoiced separately. Not included in Retainer Amount.
 - iv. Significant Critical Incident event
 - 1. Billed separately. Not included in Retainer Amount.
- c. Payment is due thirty (30) days following receipt of the invoice.
- d. Additional meetings, consultations, training, or other items out of the scope of the Retainer Amount will be billed at an hourly rate of \$175 per hour.
- e. Approximately 15 hours of professional services will be provided a month, in area 9.b.i.

EXHIBIT C

SPECIAL CONDITIONS

None.



Terms of Engagement for Assessment, Consulting and Training Services

This Terms of Engagement contains the terms that govern the services provided by Masa Consulting, Inc. ("Masa" or "Contractor") to the City of Roseville ("Client" or "City") and apply to current services and future services provided through the Term (as defined below).

Masa will provide a comprehensive mental and behavioral health support program that has proactive and reactive services to the full-time staff of the Police Department. It is recognized that this program is unique perspective in the wellness of police officers.

Proactive

Most activities are based on a monthly calendar, where the police officers see me at least once a month for one reason or another. The core of proactive activities is based on building rapport with the department and educational activities.

Rapport Building

1. **Shift visits**-Once a month (A and B sides). This is hanging out at the department, roll call, ride along, special events, and going on calls to help out when I can but more so having conversations and helping out on the calls when appropriate.

2. Meeting with leadership

- a. Establish an understanding of department culture on an ongoing basis
- b. Admin meeting on Tuesdays at 13:30. Monthly Attendance
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- d. Ongoing identification of needs of the department
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- a. Provide support and guidance for all wellness initiatives
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 - v. Family support
 - vi. Leadership consultation
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9. Compensation

- a. The term of the work period will be mutually agreed upon.
- b. Billing will be separated into the following categories:
 - i. Department Wellness Activities-Items 1 through 4 and 6 though 8
 - A monthly retainer for \$2500 to cover these items (the "Retainer Amount")
 - ii. Annual Individual Wellness Checks Item 7
 - 1. Billed separately and not included in Retainer Amount.
 - iii. Training-Items 5
 - 1. Billed monthly, invoiced separately. Not included in Retainer Amount.
 - iv. Significant Critical Incident event
 - 1. Billed separately. Not included in Retainer Amount.
- c. Payment is due thirty (30) days following receipt of the invoice.
- d. Additional meetings, consultations, training, or other items out of the scope of the Retainer Amount will be billed at an hourly rate of \$175 per hour.
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- b. The client may use the Deliverables for its own internal purposes only. Subject to Section 15 below, the client may not copy Deliverables or distribute Deliverables outside of its organization without Masa's prior written approval.

11. No Results Guaranteed

a. While Masa specializes in critical incident response, threat assessment, crisis management, and disaster mitigation and preparedness activities, Masa makes no representation or warranty that its services will achieve a particular result. MASA DISCLAIMS ALL WARRANTIES EXPRESS AND IMPLIED.

12. Indemnification.

Each Party agrees to defend, indemnify and hold the other Party, and its respective officials, officers, agents, employees, and representatives harmless from and against all liability, claims, damages, costs, judgments, losses and expenses, including but not limited to reasonable attorney's fees, arising out of or resulting from any negligent or wrongful act or omission of the other Party, its officers, agents, employees, contractors and/or subcontractors, pertaining to the performance or failure to perform their obligations under this Agreement. Nothing herein shall be construed as a limitation on or waiver of any immunities or limitations on liability available to the City under Minnesota Statutes, Chapter 466, or other law.

13. Term and Termination. The term of this Agreement will commence upon signature of both Parties. Unless extended by written agreement of the Parties, this Agreement will terminate no later than May 1, 2028. This Agreement may be terminated earlier by the City with or without cause, by delivering, a written notice at least sixty (60) days prior to the date of such termination to Contractor. The date of termination shall be stated in the notice. Upon termination the Contractor shall be paid for services rendered and eligible reimbursable expenses incurred by the Contractor through and until the date of termination. If the City terminates this Agreement for cause, the notice shall so-state, and no further payment shall be due to the Contractor following the delivery of the termination notice.

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Contractor, its employees, subcontractors, or agents shall not be entitled to any of the rights, privileges, or benefits of the City's employees, except as otherwise stated herein.

- 15. Data Practices Act Compliance. Contractor acknowledges that all data provided, produced, or obtained under this Agreement shall be protected, maintained, and administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (the "Act"), and that with regard to such data Contractor must comply with the Act as if it were a government entity. Contractor will immediately report to the City any requests from third Parties for information relating to this Agreement.
- 16. Audit Disclosure. Under Minn. Stat. § 16C.05, subd. 5, Contractor's books, records, documents, and accounting procedures and practices relevant to this Agreement, including books and records of any approved subcontractors, are subject to examination by the City and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years after the termination of this Agreement.
- 17. Insurance. Prior to starting the Work and during the full term of this Agreement, the Contractor shall procure and maintain, at Contractor's expense, as follows:
 - a. Workers Compensation insurance in accordance with Minnesota law;
 - b. Professional Liability Insurance covering any damages caused by an error, omission or any negligent act.
 - c. Coverage shall be sufficiently broad to cover to all duties and obligations undertaken by Contractor in this Agreement including duties related to indemnification;
 - d. Insurance must be on an "occurrence" basis, and, other than Workers Compensation, the limits of such policies must be no less than \$1,000,000 per occurrence and \$1,500,000 aggregate.
 - e. Contractor must provide a copy of: (i) a certification of insurance satisfactory to the City, and (ii) if requested, the Contractor's insurance declaration page, riders and/or endorsements, as applicable, which evidences the compliance with this Paragraph, must be filed with the City prior to the start of Contractor's Work. Such documents evidencing insurance shall be in a form acceptable to the City and shall provide satisfactory evidence that the Contractor has complied with all insurance requirements.

Masa Consulting, Inc.
Ву:
Name:
Signature:
Fitle:

Name: <u>Daniel Roe</u>
C'anada a
Signature:
Title: Mayor
Date:
Name: Patrick Trudgeon
Signature:
Title: City Manager
Date: