

INTERLOCAL SERVICE AGREEMENT
BETWEEN CITY OF ROCHESTER AND N.O.T.A.
FOR SERVICES

This Interlocal Service Agreement dated, this 31 day of May, 2013 (the "Effective Date"), is made among:

City of Rochester Hills
1000 Rochester Hills Drive
Rochester Hills, MI 48309

-And-

North Oakland Transportation Authority
945 Glaspie St.
P.O. Box 96
Oxford, Michigan 48371

RECITALS

WHEREAS, the City of Rochester Hills, a Michigan municipal corporation, 1000 Rochester Hills Drive, Rochester Hills, MI 48309 (hereinafter "Rochester"), and the North Oakland Transportation Authority, a Michigan (hereinafter the "N.O.T.A."), together referred to as the "Parties" or the "Party" are authorized separately by law to perform various functions and provide services (hereafter referred to collectively as "Services") for their respective public entities; and

WHEREAS, the Michigan Constitution of 1963, Article 7, §28, and the Urban Cooperation Act of 1967, being MCL 124.501, et. seq. (the "Act"), permit a public agency to exercise jointly with any other public agency, any power, privilege or authority which such public agencies share in common with which each might exercise separately; and

WHEREAS, due to the fact that some areas of Services need to meet specific standards or details which require specialized skills and knowledge, it is difficult for public entities to locate service providers that are able to perform those specialized services, economically, properly and timely; and

WHEREAS, Rochester and the N.O.T.A. have specific areas of expertise in their respective departments and have personnel capable of performing Services for the other Party and, by this and other interlocal agreements, other public entities; and

WHEREAS, the Parties represent and acknowledge that they have the necessary facilities, tools, equipment and personnel to provide the Services for the other Party ; and

WHEREAS, the Parties mutually desire to enter into this Agreement to allow the Parties to provide Services to the other Party on an "as-requested" basis; and

WHEREAS, pursuant to resolutions adopted by their respective City Council and N.O.T.A. board, the Parties each have been authorized to execute this Agreement to provide the Services for the other Party on an "as-requested" basis according to the terms and conditions set forth below.

THEREFORE, the Parties agree, as follows:

1. Rochester and N.O.T.A. engage their respective departments to provide the Services consisting of the following work: cooperative purchasing of approved supplies, materials and equipment by either Party on behalf of both Parties; Rochester performing service and/or maintenance/repair on the N.O.T.A.-owned and operated vehicles, used for public purposes by N.O.T.A., as requested and agreed to in writing (the "Services"). The Parties will arrange to have a contact on call, if needed, 24 hours a day, 7 days per week. The Parties understand and acknowledge each Party's first priority is to service its own municipality. However the Parties will make every reasonable effort to timely complete work for the other Parties.
2. The Parties will perform the Services in accordance with accepted industry standards and practices and each Party represents that it has the necessary facility, tools and equipment, and its employees have the qualifications, experience and abilities to provide Services, and in particular, Rochester represents that its employees are properly licensed to perform the service, and/or maintenance /repair of the N.O.T.A. vehicles. N.O.T.A. understands, acknowledges and relies on the representation that Rochester will use the highest standards which control the repair and maintenance of N.O.T.A. vehicles. Rochester will not deviate from these standards even at the request of a N.O.T.A. representative.
3. Subject to an annual adjustment of rates as provided in Paragraph 5, the Parties shall pay each other for the Services provided at the following rates:

A. For Vehicle Repair and other Public Works Repair/Maintenance:

i. During Regular Business Hours (M-F, 7:00am – 3:30pm):

Employee's time: Current direct expenses per hour/plus benefits based on classification to the ¼ hour fraction for the duration of the agreement.

Vehicle/Equipment hourly rate: According to MDOT's current Act 51 Rates/hour or ¼ hour fraction for the duration of the agreement.

Current Combined Fully Burdened Rate for Service: \$87.30/hour

ii. During Weekends, Holidays and after Regular Business Hours:

For services performed after or before regular business hours, or on weekends or holidays, Public Works Services will be billed at premium rate

(time and a half or double time) with a minimum billing of four (4) hours of service.

- iii. For non-hourly Services, N.O.T.A. and Rochester shall agree in writing prior to the performance of the Services on the fees that will be charged to each Party for the Services.

B. Providing of Materials

i. Mutual Providing of Materials

- a. The Parties agree to make available to each other certain materials of their respective departments.
- b. Requests for such materials shall be documented by and between the Parties' respective directors and/or their designees.
- c. These materials include, but are not limited to the following consumable supplies: rock salt, garbage bags and paper products.

ii. Subject to Availability

The providing of materials under this Agreement shall be strictly subject to the availability as determined by the sole and uncontrolled discretion of the providing Party. The responsibility of each Party to provide materials within its own jurisdiction shall remain the first priority.

4. If necessitated by the Services rendered, the Party receiving the Services shall also pay the costs for all parts, materials and supplies used.
5. Before June 1st of each year, starting in 2013, each Party shall review its personnel costs and any costs affecting their ability to provide Services under this Agreement. If those costs have increased, the Parties shall come to an agreement in writing on the amount of and reason for the increased costs for Services under the Agreement. Those increased costs will become effective for services provided after July 1st of each year. In the event a Party's collective bargaining agreement with its respective unit changes in the wages or benefits category, then the parties agree to meet and decide on a modified change.
6. The Parties will reconcile the charges/invoices on a monthly basis for Services, parts and materials provided to the other during the preceding month. The net amount due shall be paid to the other Party within thirty (30) days of receipt of the invoice, provided however, if a Party disputes any amount in an invoice in writing, the disputing Party may withhold payment of said disputed amount and the Parties agree to meet in good faith to resolve said dispute in a timely manner.

7. The Parties reserve the right to, in its discretion, refuse to provide Services to the other Party. No Party is obligated to use the Services of the others exclusively, and each Party is expressly allowed to obtain or provide Services through other means or vendors.
8. Rochester warrants that the vehicle repair Services to be provided hereunder for N.O.T.A. shall be done in a good and workmanlike manner and Rochester further warrants that any parts provided by Rochester under this Agreement shall be newly manufactured or assembled from newly manufactured parts and that all Services and parts will be free from defects and warranted for a ninety (90) day period.
9. Except as provided in Section 8 above, this Agreement does not, and is not intended to include or connote any warranties, promises or guarantees by any Party of any nature whatsoever, concerning the provision of the Services, and SPECIFICALLY, NO WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR ANY OTHER WARRANTY IS MADE OR TO BE IMPLIED WITH RESPECT TO SERVICES, MATERIALS OR PARTS PROVIDED UNDER THIS AGREEMENT. IN NO EVENT SHALL ANY PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, EXEMPLARY OR CONSEQUENTIAL DAMAGES WHATSOEVER UNDER CONTRACT, TORT OR OTHERWISE.
10. The Agreement shall continue in effect until terminated by any Party in writing. Any Party may terminate its participation in this Agreement, for any reason (including the convenience of any Party), without penalty. A Party may deliver a written notice of termination of the Agreement to the other Party in accordance with the notice provision of Paragraph 17. Termination shall become effective thirty (30) days from the date of the notice unless the terminating Party specifies a later termination date in the notice supplied to the other Parties.
11. Upon receipt of notice of termination of the Agreement the Parties shall perform a final reconciliation for any current charges and outstanding balances that have not previously been invoiced or paid. Each Party shall continue to be responsible for payment for the cost of services, parts and supplies either invoiced prior to termination or performed or purchased before the notice of termination. Each Party will attempt to return any new or used parts and supplies to suppliers that it is unable to use. If a Party is unable to obtain full refunds or only obtains partial refunds, the other Party will be invoiced for those non-refundable and/or partially refundable parts and supplies.
12. At all times and for all purposes under this Agreement, the Parties' relationship to each other is that of an independent contractor. No liability, right or benefit arising out of any employer/employee relationship, either express or implied, shall arise or accrue to any Party as a result of this Agreement.
13. All of the privileges and immunities from liability, and exemptions from laws, ordinances and rules, and all pensions, relief, disability, worker's compensation and other benefits which apply to the activity of officers, agency, or employees of any public agency when performing their respective functions within the territorial limits of their respective agencies shall apply to the same degree and extent to the performance of such functions, services and duties under

this Agreement. Furthermore, the Parties believe that their performance of services and duties pursuant to this Agreement will be in the exercise or discharge of a governmental function.

14. Each Party acknowledges that it is currently insured with proper coverage and limits. Each Party agrees to keep its current insurance, or insurance of a similar nature, in effect at all times while providing Services to the other Parties. Upon request each Party shall provide a Certificate of Insurance as evidence of its coverage.
15. The Parties agree that they shall promptly deliver to the other Parties written notice and copies of any claims, complaints, charges, or any other accusations or allegations of negligence or other wrongdoing, whether civil or criminal in nature, that the first Party becomes aware of which involves, in any way the facility, equipment, personnel and/or services under this Agreement. Unless otherwise provided by law and/or the Michigan Court Rules, the parties agree to cooperate with each other in any investigation conducted by another party of any acts or performances of any services under this Agreement.
16. The Parties agree that all defense and hold harmless promises, waivers of liability, representations, insurance coverage obligations, liabilities, payment obligations and/or any other related obligations provided for in this Agreement with regard to any acts, occurrences, events, transactions, or claims, either occurring or having their basis in any events or transaction that occurred before termination of this Agreement, shall survive the termination.
17. Any written notice required or permitted under the Agreement shall be considered delivered to a party as of the date that such notice is deposited, with sufficient postage, with the U.S. Postal Service. Unless specifically otherwise set out in the Agreement, all notices sent to Rochester shall be sent to City Manager, City of Rochester Hills, 1000 Rochester Hills Drive, Rochester, MI 48309. All notices sent to the N.O.T.A. shall be sent to the Operations Manager, North Oakland Transportation Authority, 945 Glaspie St P.O. Box 96, Oxford, MI 48371.
18. This Agreement sets forth the entire Agreement among the Parties and supersedes any prior understandings or agreements. Amendment or modification of this Agreement shall be in writing signed, dated and approved by all Parties. The language of this Agreement shall be construed as a whole according to its fair meaning and not constructed strictly for or against any Party, as all Parties participated in the drafting of this Agreement. The Parties have taken all actions and secured all approvals necessary to authorize and complete this Agreement.
19. If a Court of competent jurisdiction finds any provision of this Agreement invalid or unenforceable, then that provision shall be deemed severed from the Agreement. The remainder of this Agreement shall remain in full force.
20. This Agreement is made and entered into in the State of Michigan and shall in all respects be interpreted, enforced and governed under the laws of the State of Michigan. Except as otherwise required by law or court rule, any action brought to enforce, interpret or decide any

claim arising under this Agreement shall be brought in the Oakland County Circuit Court, the 52-3 District Court, or the United States District Court for the Eastern District of Michigan, Southern Division as dictated by the applicable jurisdiction of the court. Except as otherwise required by law or court rule, venue is proper in the courts set forth above.

- 21. The recitals shall be considered an integral part of the Agreement.
- 22. Except as expressly provided herein, this Agreement does not create, by implication or otherwise, any direct or indirect obligation, duty, promise, benefit, right of indemnification (i.e., contractual, legal, equitable, or by implication) right of subrogation as to any Party's rights in this Agreement, or any other right of any kind in favor of any third party beneficiary, individual or legal entity.
- 23. Each Party shall be responsible for obtaining and maintaining, throughout the term of this Agreement, all licenses, permits, certificates, and governmental authorizations for its employees and/or agents necessary to perform all of its obligations under this Agreement. Upon request, a Party shall furnish copies of any permit, license, certificate or governmental authorization to the requesting Party.
- 24. Absent a written waiver, no fact, failure or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by a Party shall subsequently affect its right to require strict performance of this Agreement.

IN WITNESS WHEREOF, this Agreement is executed by the Parties on the date hereafter set forth.

CITY OF ROCHESTER

N.O.T.A.

By: _____

By: *Ryan Gustafson*

Its: _____

Its: *Director*

STATE OF MICHIGAN
COUNTY OF *Oakland*

The foregoing instrument was acknowledged before me this *31st* day of *May*,

2013, by *Michelle M Phelan*.

Michelle M Phelan
Notary Public

Michelle M. Phelan
Notary Public
State of Michigan County of *Lapeer*
My Commission Expires December 19, 2018
Acting in the county of *Oakland*

Oakland County, Michigan
My commission expires:

STATE OF MICHIGAN
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____,
20____, by _____.

Notary Public
Oakland County, Michigan
My commission expires:

North Oakland Transportation Authority (NOTA)

Minutes of the Board Meeting

May 16, 2013 at 4:30 p.m.

NOTA offices, 945 Glaspie Street

Oxford, Michigan 48371

The meeting was called to order by Chairperson Bruce Pearson at 4:32 p.m.

Roll Call

Present

Bruce Pearson, Chair
Lori Fisher, Treasurer
Bill Dunn, Vice Chair
Melvin Buck Cryderman
Chris Barnett
Michael McDonald
Brenda Wilson
Eric Wilson
Roberta Habowski
Joe Young, Secretary
Cathy Alvis (non-voting)

Representing

Addison Township
Addison Township
Oxford Township
Oxford Township
Orion Township
Village of Leonard
TTI
At Large
AAA 1(B)
Village of Oxford
MORC

Absent:

Mark Thurber
Michael Toth
Maureen Helmuth
Lisa Sokol (non-voting)

Orion Township
Village of Lake Orion
Village of Oxford
At Large

Others Present:

Lynn Gustafson, Doug Noaker and others.

Roll Call

Roll was noted. The Pledge of Allegiance was given.

Agenda Approval

Moved by Bill Dunn seconded by Brenda Wilson, to approve the agenda. By voice vote the motion passed unanimously.

Minutes Approval

Moved by Bill Dunn seconded by Chris Barnett, to approve the minutes of the April 18, 2013 meeting. By voice vote the motion passed unanimously.

Director's Report

NOTA Director Lynn Gustafson presented her report. The JARC Urban funding will be ending after September 30, 2016 which has been over \$400,000 a year. The long term funding discussion was suggested to be on a future agenda this year.

Moved by Eric Wilson seconded by Bill Dunn, to receive and file the Director's report. By voice vote the motion passed unanimously.

Public Comment - none

Approval of the Bills

A listing of bills was presented that totaled \$28,132.78.

Moved by Bill Dunn seconded by Chris Barnett, to approve the bills of \$28,132.78 as presented.

By roll call vote the motion passed unanimously.

Monthly Financial Packet

The monthly financial statements were presented. The bank balance as of April 30 was over \$95,000 and a CD investment of \$50,520 with Citizens Bank.

Moved by Bill Dunn, seconded by Melvin Buck Cryderman, to receive and file the financial report as presented. By voice vote the motion passed unanimously.

Old Business:

Interlocal Service Agreement Example between Rochester Hills DPW and NOTA

NOTA Director Lynn Gustafson presented the Interlocal Service Agreement between Rochester Hills DPW is open to all communities. The hourly labor charge is \$87.30 plus parts at cost. Rochester Schools and Lake Orion Schools also offer this service as may Oxford Schools but no response has been received.

Moved by Michael McDonald and seconded by Melvin Buck Cryderman, to approve and authorize NOTA Director Lynn Gustafson the agreement with Rochester Hills DPW under the terms subject to reapproval for any future changes. By roll vote the motion passed unanimously.

New Business:

Discuss funding of need based riders

NOTA Director Lynn Gustafson presented a report on two persons who have reached the \$20 credit limit and is seeking direction from the Board. There is \$170 in the special donation fund for rides. The consensus was that a policy be drafted by the NOTA Director for the July meeting.

Moved by Bill Dunn and seconded by Melvin Buck Cryderman, to set this item aside until the July meeting. By voice vote the motion passed unanimously.

Public Comments - none

Monthly Rider and Mileage Reports

Moved by, Bill Dunn and seconded by Chris Barnett, to receive and file the reports. By voice vote the motion passed unanimously.

Board Member Comments

Moved by, Chris Barnett and seconded by Bill Dunn, to cancel the **June** meeting. By voice vote the motion passed unanimously. The July 18 meeting is at Addison Township.

Moved by, Bill Dunn and seconded by Chris Barnett, to cancel the **August** meeting. By voice vote the motion passed unanimously.

Adjournment

Moved by Chris Barnett, seconded by Bill Dunn, to adjourn the meeting at 5:14 p.m. By voice the motion passed unanimously.

The next regular meeting is scheduled for Thursday, July 18, 2013 at 4:30 p.m. at the, Addison Township

Minutes initially drafted by K. Joe Young