

**TUSCARAWAS COUNTY JOB & FAMILY SERVICES  
TRANSPORTATION CONTRACT**

This contract is made and entered into on December 16, 2016, by and between Tuscarawas County Job and Family Services and \_\_\_\_\_ (“CONTRACTOR”), doing business at \_\_\_\_\_.

Subject to terms and conditions set forth in this contract, Tuscarawas County Job and Family Services agrees to purchase transportation for their clients, and CONTRACTOR agrees to furnish these transportation services.

Contract Period: This contract will be in effect from December 16, 2016, through December 15, 2017, unless terminated by mutual consent.

Cost: The cost of transportation services will be pursuant to the Fee Schedule which is attached as Attachment A as is included in this contract as if fully written herein. The contract amount for the above period is up to \$\_\_\_\_\_. The total contract amount cannot exceed \$\_\_\_\_\_ over the life of the contract unless otherwise limited or expanded by amendment. In the event that the above amount is exceeded due to amendment, Tuscarawas County Job and Family Services will make payment for additional services rendered.

Billing Procedures: CONTRACTOR agrees to submit an invoice to the Tuscarawas County Department of Job and Family Services for the previous month’s transportation services no later than the fifteenth working day of the month unless a holiday falls during that period of time.

Each invoice shall contain CONTRACTOR’s name, complete address, Federal Tax I.D. number, agreement number and dates, purchase order number, the amount and purpose of the invoice, the number and names of clients served, a program summary report, and the estimated cost per client served.

CONTRACTOR drivers must collect from the rider a BO52 NET Verification form for every Non-Emergency Transportation trip. Additionally, CONTRACTOR drivers must maintain a roster, signed by the client, of each client that was transported on a particular day.

Discrimination: CONTRACTOR and Tuscarawas County Department of Job and Family Services agree that in the performance of this agreement there shall be no discrimination against any individual because of race, color, or handicapped condition as specified in the Civil Rights Act of 1964 and subsequent amendments.

It is further agreed that CONTRACTOR will fully comply with **all** appropriate federal and state laws, rules and regulations, including, but not limited to, those regarding discrimination.

Termination/Modification: This contract may be terminated by CONTRACTOR or Tuscarawas County Job and Family Services thirty days after a written notice of intent has been given to the other party. Failure to honor the terms and conditions of this contract shall result in immediate termination of this agreement. If modification of this contract should become necessary, changes will occur after mutual consent by CONTRACTOR and Tuscarawas County Department of Job and Family Services.

Tuscarawas County Job & Family Services may suspend or terminate this Agreement immediately upon delivery of a written notice to CONTRACTOR that TCJFS has lost or soon will lose funding necessary to continue this contract.

CONTRACTOR certifies that they are not currently placed on the Excluded Party List.

I do hereby understand and agree to the terms of this agreement.

\_\_\_\_\_  
David Haverfield  
TCJFS

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
(date)

\_\_\_\_\_  
(date)