

Attachment B
Special Terms and Conditions

- 1. Payment Table.** For services provided under this Contract, Vendor will be compensated using the blended hourly rates. The rates are “fully loaded,” meaning that the rates include any and all necessary travel and other expenses for providing the following range of services:

Area	Blended Hourly
Community Outreach	\$175.66
Grant Program Compliance and Monitoring	\$171.33

The hourly rates listed above apply during the base term of the Contract. Any options to renew for the seven additional one-year terms would be subject to a renegotiation of rates.

Purchasing Instruments entered into pursuant to this Contract shall be in substantial compliance with the Purchasing Instrument format and shall detail both the specific scope of work and any pricing limitations imposed on the Purchasing Instrument scope.

- 2. Services Covered.** Services that a state agency may purchase through this master agreement include the following:

- 2.1 Community Outreach (RFP § 4.3.2).
- 2.2 Grant Program Compliance and Monitoring (RFP § 4.3.4).

- 3. Insurance.**

The Agreement will require the successful Respondent(s) to maintain insurance coverage(s) in accordance with the insurance provisions of the General Terms and Conditions and of the type and in the minimum amounts set forth below, unless otherwise required by the Agency.

Type	Limit	Amount
General Liability (including contractual liability) written on a per occurrence basis	General Aggregate	\$2 million
	Products - Comp/Op Aggregate	\$1 Million
	Personal injury	\$1 Million
	Each Occurrence	\$1 Million
Excess Liability, Umbrella Form	Each Occurrence	\$1 Million
	Aggregate	\$1 Million

Errors and Omissions Insurance	Per Claim	\$1 Million
Property Damage	Each Occurrence	\$1 Million
	Aggregate	\$1 Million
Workers Compensation and Employer Liability	As Required by Iowa law	As required by Iowa law

3.1. Insurance Requirements

The Vendor, and any subcontractor, shall maintain in full force and effect, with insurance companies licensed by the State of Iowa, at the Vendor's expense, insurance covering its work during the entire term of this Agreement and any extensions or renewals thereof. The Vendor's insurance shall insure against any loss or damage resulting from or related to the Vendor's performance of this Agreement regardless of the date the claim is filed or expiration of the policy. The State of Iowa and the Agency shall be named as additional insureds or loss payees on Vendor's General Liability and Umbrella policies via blanket endorsement.

3.2. Types and Amounts of Insurance Required

Unless otherwise requested by the Agency in writing, the Vendor shall cause to be issued insurance coverages insuring the Vendor against all general liabilities, product liability, personal injury, property damage, and (where applicable) professional liability in the amount specified on the Contract Declarations and Execution Page for each occurrence. Vendor shall ensure its subcontractors acquire and maintain sufficient insurance in accordance with the provisions in Section 3. In addition, the Vendor shall ensure it has any necessary workers' compensation and employer liability insurance as required by Iowa law.

3.3. Certificates of Coverage

Vendor shall maintain all insurance policies required by this Agreement in full force and effect during the entire term of this Agreement and any extensions or renewals thereof. The Vendor shall submit certificates of the insurance, which indicate coverage and notice provisions as required by this Agreement, to the Agency upon execution of this Agreement. The certificates shall be subject to approval by the Agency. Vendor shall provide Agency at least thirty (30) days' prior written notice of any cancellation or non-renewal of the policies required under this Agreement where such cancellation or non-renewal does not result in equal or greater coverage. Approval of the insurance certificates by the Agency shall not relieve the Vendor of any obligation under this Agreement.

3.4. Waiver of Subrogation Rights

The General Liability policy shall include a waiver of subrogation via blanket endorsement in favor of the State. The waiver of subrogation rights shall be indicated on the certificates of insurance coverage supplied to the State.

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