

**C15** Approve a renewal agreement with Cascade Software Systems LLC for Cost Accounting Management System technical support.

## STAFF REPORT

**BOARD MEETING DATE:** May 13, 2025

**CATEGORY:** Consent Calendar 15

**SUBJECT:** Approve a renewal agreement with Cascade Software Systems LLC for Cost Accounting Management System technical support.

**DEPARTMENT:** Public Works

**SUPERVISORIAL DISTRICT #:** All

**DEPARTMENT CONTACT:** Rachelle Kaschke, Chief Fiscal Officer, (530) 225-5661

**STAFF REPORT APPROVED BY:** Troy Bartolomei, Public Works Director

<b><u>Vote Required?</u></b>	<b><u>General Fund Impact?</u></b>
Simple Majority Vote	No General Fund Impact

### **RECOMMENDATION**

Approve an agreement with Cascade Software Systems LLC, in an amount not to exceed \$200,000, for Cost Accounting Management System technical support for the period July 1, 2025, through June 30, 2028.

### **DISCUSSION**

Public Works tracks project expenditures through the Cost Accounting Management System (“CAMS”). In 1982, Cascade Software Systems, Inc., (“CSS”) created CAMS. Shasta County was their first customer. Most California counties have since followed suit. The program is tailored to public works applications and integrates with County-wide software. The current two-year maintenance agreement will expire June 30, 2025. Renewal is recommended. The Department and vendor worked collaboratively on the renewal agreement.

The Department will be purchasing and implementing a new utility module within CAMS to be utilized for the County Service Areas (“CSA”) Division. The CSA Division is currently using a software program that is past its useful life and is limited in its capabilities. The new utility module will allow for more customizations and integrates with a customer portal which is not available with the current software.

### **ALTERNATIVES**

The Board may decline to enter into the proposed agreement. Public Works would not be able to track project costs, vehicle and equipment maintenance, roads and shop materials inventory, and cost center information required by the State for the annual Road Report.

### **OTHER AGENCY INVOLVEMENT**

Information Technology and Risk Management have approved the agreement. County Counsel has approved the agreement as to form. The recommendation has been reviewed by the County Administrative Office.

### **FISCAL IMPACT**

Sufficient appropriations have been included in the proposed Fiscal Year 2025-26 budgets of the benefiting divisions of Public Works and will be requested in future budgets.

### **ATTACHMENTS:**

1: Cascade Software Agreement

**PERSONAL SERVICES AGREEMENT BETWEEN  
THE COUNTY OF SHASTA AND  
CASCADE SOFTWARE SYSTEMS LLC**

This agreement is entered into between the County of Shasta, through its Department of Public Works, a political subdivision of the State of California (“County”) and Cascade Software Systems LLC (“Consultant”) (collectively, the “Parties” and individually a “Party”) for the purpose of software support.

**Section 1. RESPONSIBILITIES OF CONSULTANT**

Pursuant to the terms and conditions of this agreement, Consultant shall:

- A. Provide perpetual software license, software support and update the Consultant’s WIN-CAMS Cost Accounting Management System including the WIN-CAMS Mobile Application, WIN-CAMS Utilities, and WIN-CAMS Self Service Portal (“WIN-CAMS”) currently used by the County Department of Public Works by providing the following services:
  - 1. Provide to County all new software releases of WIN-CAMS, as Consultant releases them with instructions for installation and software instruction.
  - 2. Provide telephone response during Consultant’s normal working hours (8 a.m. through 5 p.m. Pacific Standard Time, Monday through Friday) through modems and internet, when applicable, permitting problem files or programs to be examined, modified, or replaced directly by Consultant’s support group.
  - 3. Provide telephonic technical assistance and software instructions concerning the WIN-CAMS software, and the overall operation of the software as it applies to County’s business.
  - 4. Provide major updates and/or data conversions of WIN-CAMS.
  - 5. Notify Shasta County Information Technology (“County IT”) by written notification prior to accessing and making any changes or performing any actions in our County’s environment/systems.
  - 6. Keep WIN-CAMS third party software up to date against security vulnerabilities. Will be notified by County IT via email when a vulnerability is identified.
  - 7. Implementation of WIN-CAMS Utilities Accounts/Receivable Software which includes a one-time perpetual license cost of \$7,700.
- B. In the event that County desires to increase or decrease the support of any software module or modules, Consultant reserves the right to determine, at its sole discretion, whether or not the module or modules qualify for the proposed support. If

Consultant determines that modules, in County's possession, do not qualify for the requested support, Consultant will inform the County of the reasons for the lack of qualification.

- C. At County's written request, Consultant shall provide additional programming, SQL/DBE services, system modifications, and remote support services.

## **Section 2. RESPONSIBILITIES OF COUNTY**

- A. Pursuant to the terms and conditions of this agreement, County shall compensate Consultant as prescribed in Sections 3 and 4 of this agreement and shall monitor the outcomes achieved by Consultant.
- B. County shall provide Consultant with information that documents problems with the software, and allow sufficient support and test time on County's computer system to duplicate the problem, certify that a problem exists with Consultant's software, and that the problem has been fixed to County's satisfaction.
- C. County shall inform Consultant in writing of any modifications made by County to the software. Consultant shall not be responsible for maintaining County modified portions of the software or for maintaining portions of the software affected by County modifications to the software.
- D. Upon release by Consultant of any new system updating WIN-CAMS, County agrees to install the updates within 10 working days of receipt of e-mail notification from Consultant of the release, or acquisition by County of an update, whichever occurs later. County further acknowledges and agrees that failure to install the update within 10 working days as provided herein shall excuse Consultant from its software support responsibilities pursuant to this agreement until such time as the update is installed.

## **Section 3. COMPENSATION**

- A. Consultant shall be paid a maximum rate for each division per Fiscal Year as described in Exhibit B, attached hereto and incorporated herein, for the services described in Section 1.A of this agreement for the period July 1, 2025, through June 30, 2028.
- B. Consultant shall be paid in accordance with the rates described in Exhibit A, attached hereto and incorporated herein, for the services described in Section 1.C of this agreement. Consultant may increase fees yearly with (60) days advance written notice to County provided that Consultant shall not increase such fees more than once in any year, and provided further that each increase shall not exceed the previous fees by a maximum of 10% per year.
- C. Consultant shall be paid in accordance with the rates and amounts described in Exhibit C, attached hereto and incorporated herein, for the services described in Section 1.A.7 of this agreement.

- D. County shall reimburse Consultant for travel expenses incurred as a result of software support under this agreement. Travel expenses shall be limited to:
1. Mobilization: Travel to and from County's work site shall be paid in accordance with the rates described in Exhibit A and shall be considered to include the cost to mobilize and demobilize employees, including labor and all necessary repair equipment, tools, personal protective equipment, and vehicles.
  2. Lodging shall only be eligible for reimbursement if County consents to Contractor's overnight stay in pursuit of work authorized under this Contract. Lodging shall be reimbursed at actual costs incurred.
  3. Meals shall only be eligible for reimbursement if County consents to Contractor's overnight stay in pursuit of work authorized under this agreement. In no case, shall meal reimbursement exceed \$50 per day per Contractor staff member authorized for overnight stay.
  4. County will not reimburse the Contractor for alcohol, in-room movies, laundry, sundry, family expenses or any other expense or cost unless otherwise set forth in this agreement.
- E. In no event shall total compensation and reimbursement under this agreement exceed \$200,000.
- F. Consultant's violation or breach of agreement terms may result in fiscal penalties, withholding of compensation, or termination of agreement.

**Section 4. BILLING AND PAYMENT**

- A. For the services provided pursuant to Sections 1.A.1 through 1.A.6 of this agreement, Consultant shall submit invoices to the Department of Public Works on or before July 31, for the period July 1 through June 30 of the current year.
- B. For the services provided pursuant to Section 1.A.7 of the agreement, Consultant shall submit to the Department of Public Works within ten days after completion of the services, an itemized statement or invoice of services rendered. County shall make payment within 30 days of receipt of Consultant's approved statement or invoice.
- C. Invoices for services performed pursuant to Section 1.B. of this agreement shall be submitted within thirty days after completion of each assignment.
- D. County shall make payment within 30 days of receipt of Consultant's correct and approved statement or invoice.

**Section 5. TERM OF AGREEMENT**

- A. The term of this agreement shall be for three years effective July 1, 2025.
- B. Notwithstanding the foregoing, County shall not be obligated for payments hereunder for any future County fiscal year unless or until County's Board of Supervisors appropriates funds for this agreement in County's budget for that County fiscal year. In the event that funds are not appropriated for this agreement, then this agreement shall end as of June 30 of the last County fiscal year for which funds for this agreement were appropriated. For the purposes of this agreement, the County fiscal year commences on July 1 and ends on June 30 of the following year. County shall notify Consultant in writing of such non-appropriation at the earliest possible date.

**Section 6. TERMINATION OF AGREEMENT**

- A. If Consultant materially fails to perform Consultant's responsibilities under this agreement to the satisfaction of County, or if Consultant fails to fulfill in a timely and professional manner Consultant's responsibilities under this agreement, or if Consultant violates any of the terms or provisions of this agreement, then County shall have the right to terminate this agreement for cause effective immediately upon the County giving written notice thereof to Consultant. If termination for cause is given by County to Consultant and it is later determined that Consultant was not in default or the default was excusable, then the notice of termination shall be deemed to have been given without cause pursuant to paragraph B of this Section.
- B. County may terminate this agreement without cause on 30 days written notice to Consultant.
- C. County may terminate this agreement immediately upon oral notice should funding cease or be materially decreased during the term of this agreement.
- D. County's right to terminate this agreement may be exercised by the Shasta County Board of Supervisors, the Shasta County Executive Officer or their designee, or the County's Public Works Director.
- E. Should this agreement be terminated, Consultant shall promptly provide to County any and all finished and unfinished reports, data, studies, photographs, charts, and other documents prepared by Consultant pursuant to this agreement in a format acceptable to County.
- F. If this agreement is terminated, Consultant shall only be paid for services satisfactorily completed and provided prior to the effective date of termination.

**Section 7. ENTIRE AGREEMENT; AMENDMENTS; HEADINGS; EXHIBITS/APPENDICES**

- A. This agreement supersedes all previous agreements relating to the subject of this agreement and constitutes the entire understanding of the Parties hereto. Consultant shall be entitled to no other benefits other than those specified herein. Consultant specifically acknowledges that in entering into and executing this agreement, Consultant relies solely upon the provisions contained in this agreement and no others.
- B. No changes, amendments or alterations to this agreement shall be effective unless in writing and signed by both Parties. However, minor amendments, including retroactive, that do not result in a substantial or functional change to the original intent of this agreement and do not cause an increase to the maximum amount payable under this agreement may be agreed to in writing between Consultant and Public Works Director, provided that the amendment is in substantially the same format as the County's standard format amendment contained in the Shasta County Contracts Manual (Administrative Policy 6-101).
- C. The headings that appear in this agreement are for reference purposes only and shall not affect the meaning or construction of this agreement.
- D. If any ambiguity, inconsistency, or conflict exists or arises between the provisions of this agreement and the provisions of any of this agreement's exhibits or appendices, the provisions of this agreement shall govern.

**Section 8. NONASSIGNMENT OF AGREEMENT; NON-WAIVER**

Inasmuch as this agreement is intended to secure the specialized services of Consultant, Consultant may not assign, transfer, delegate, or sublet any interest herein without the prior written consent of County. The waiver by County of any breach of any requirement of this agreement shall not be deemed to be a waiver of any other breach.

**Section 9. EMPLOYMENT STATUS OF CONSULTANT**

- A. Consultant shall, during the entire term of this agreement, be construed to be an independent contractor, and nothing in this agreement is intended nor shall be construed to create an employer-employee relationship, a joint venture relationship, or to allow County to exercise discretion or control over the professional manner in which Consultant performs the work or services that are the subject matter of this agreement; provided, however, that the work or services to be provided by Consultant shall be provided in a manner consistent with the professional standards applicable to such work or services. The sole interest of County is to ensure that the work or services shall be rendered and performed in a competent, efficient, and satisfactory manner. Consultant shall be fully responsible for payment of all taxes due to the State of California or the federal government that would be withheld from compensation if Consultant were a County employee. County shall not be liable for deductions for any amount for any purpose from Consultant's

compensation. Consultant shall not be eligible for coverage under County's workers' compensation insurance plan nor shall Consultant be eligible for any other County benefit. Consultant must issue W-2 and 941 Forms for income and employment tax purposes, for all of Consultant's assigned personnel under the terms and conditions of this agreement.

- B. County shall withhold seven percent of all income paid to Consultant under this agreement for payment and reporting to the California Franchise Tax Board because Consultant does not qualify as: (1) a corporation with its principal place of business in California, (2) a partnership with a permanent place of business in California, (3) a corporation qualified to do business in California by the Secretary of State, or (4) an individual with a permanent residence in the State of California.

#### **Section 10. INDEMNIFICATION**

- A. To the fullest extent permitted by law, Consultant shall indemnify and hold harmless County, its elected officials, officers, employees, agents, and volunteers against all claims, suits, actions, costs, expenses (including, but not limited to, reasonable attorney's fees of County Counsel and counsel retained by County, expert fees, litigation costs, and investigation costs), damages, judgments, or decrees arising from the work or the provision of services undertaken pursuant to this agreement by Consultant, or by any of Consultant's subcontractors, any person employed under Consultant, or under any subcontractor, or in any capacity, except when the injury or loss is caused by the sole negligence or intentional wrongdoing of County. Consultant shall also, at Consultant's own expense, defend the County, its elected officials, officers, employees, agents, and volunteers, against any claim, suit, action, or proceeding brought against County, its elected officials, officers, employees, agents, and volunteers, arising from the work or the provision of services undertaken pursuant to this agreement by Consultant, or any of Consultant's subcontractors, any person employed under Consultant, or under any Subcontractor, or in any capacity. Consultant shall also defend and indemnify County for any adverse determination made by the Internal Revenue Service or the State Franchise Tax Board and/or any other taxing or regulatory agency and shall defend, indemnify, and hold harmless County with respect to Consultant's "independent contractor" status that would establish a liability on County for failure to make social security deductions or contributions or income tax withholding payments, or any other legally mandated payment. The provisions of this paragraph are intended to be interpreted as broadly as permitted by applicable law. This provision shall survive the termination, expiration, or cancellation of this agreement.
- B. This indemnification provision is independent of, and shall not in any way be limited by, Consultant's insurance coverage or lack of coverage, or by the insurance requirements of this agreement. County acknowledgement or approval of Consultant's evidence of insurance coverage required by this agreement does not in any way relieve Consultant from its obligations under this Section.



## **Section 11. INSURANCE REQUIREMENTS**

Without limiting Consultant's duties of defense and indemnification:

A. Consultant and any subcontractor shall carry Commercial General Liability Insurance, and other coverage necessary to protect County and the public, with limits of \$2 million per occurrence or claim. Such coverage shall:

1. Be equivalent to the current Insurance Services Office (ISO) form CG 00 01, assuring coverage for products and completed operations, property damage, bodily injury, and personal and advertising injury.
2. Include an endorsement, or an amendment to the policy of insurance, naming Shasta County, its elected officials, officers, employees, agents, and volunteers as additional insureds; the additional insureds coverage shall be equal to the current ISO forms CG 20 10 for on-going operations, and CG 20 37 for completed operations.
3. Apply separately to this project and location(s); in the event of a general aggregate limit, the general aggregate limit shall be twice the required per occurrence limit.
4. Contain, or be endorsed to contain, a "separation of insureds" clause which shall read, or have the same effect as the following:

"Separation of Insureds.

Except with respect to the Limits of Insurance, and any rights or duties specifically assigned in this Coverage Part to the first Named Insured, this insurance applies:

- a. As if each Named Insured were the only Named Insured; and
- b. Separately to each suit insured against whom a claim is made or suit is brought."

B. Consultant and any subcontractor shall carry Automobile Liability Insurance covering any auto, unless Consultant has no owned autos then covering at minimum hired and non-owned autos, with limits of \$1 million per occurrence or claim. Such coverage shall:

1. Include, or be endorsed to contain, Additional Insured coverage in favor of Shasta County, its elected officials, officers, employees, agents, and volunteers.
2. Include, or be endorsed to contain, coverage for hazardous waste transportation, when appropriate to the work being performed.

- C. Consultant and any subcontractor shall carry statutorily required Workers' Compensation Insurance, and Employer's Liability Insurance with limits of \$1 million per occurrence or claim, to cover Consultant, subcontractor, Consultant's partner(s), subcontractor's partner(s), Consultant's employees, and subcontractor's(s') employees, covering the full liability for compensation for injury to those employed by Consultant or subcontractor. Consultant hereby certifies that Consultant is aware of the provisions of Section 3700 of the Labor Code, which requires every employer to insure against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of the Labor Code, and Consultant shall comply with such provisions before commencing the performance of the work or the provision of services pursuant to this agreement.
- D. Without limiting any of the obligations or liabilities of Consultant, Consultant shall carry Cyber and Privacy Liability Insurance, applicable to the services/work being performed, with limits of not less than \$2 million per occurrence, \$2 million aggregate; covering, but not limited to, claims involving security breach, system failure, data recovery, damage to persons and property, business interruption, breach response, regulatory fines and penalties, credit monitoring, cyber extortion, social engineering, infringement of intellectual property, invasion of privacy violations, information theft, damage to or destruction of electronic information, intentional and/or unintentional release of private information, alteration of electronic information, extortion and network security. Such coverage shall apply to property damage resulting from any of the above, and for damage to, alteration of, loss of, or destruction of electronic data and/or information "property" of the County in the care, custody, or control of the Consultant.
- E. Consultant shall require its subcontractors, if any, to carry and maintain coverage and evidence that equals or exceeds the coverage requirements imposed upon Consultant by this agreement.
- F. With regard to all insurance coverage required by this agreement:
  - 1. Any deductible or self-insured retention exceeding \$25,000 for Consultant or subcontractor shall be disclosed to and be subject to approval by the Shasta County Risk Manager prior to the effective date of this agreement; policy shall provide, or be endorsed to provide, that any self-insured retention or deductible may be satisfied by either the named insured or County, and must also provide that defense costs satisfy the self-insured retention or deductible. Any and all deductibles and self-insured retentions shall be the sole responsibility of Consultant or subcontractor who procured such coverage, and shall not apply to the Indemnified Additional Insured Parties. County may deduct from any amounts otherwise due Consultant to fund the self-insured retention or deductible.
  - 2. If any insurance coverage required hereunder is provided on a "claims made" rather than "occurrence" form, Consultant or subcontractor shall maintain such coverage with an effective date earlier or equal to the

effective date of this agreement and continue coverage for a period of three years after the expiration of this agreement and any extensions thereof. In lieu of maintaining post-agreement expiration coverage as specified above, Consultant or subcontractor may satisfy this provision by purchasing tail coverage for the claims-made policy. Such tail coverage shall, at a minimum, provide coverage for claims received and reported three years after the expiration date of this agreement.

3. In the event coverage is reduced or canceled, or otherwise materially changed, a notice of said reduction or cancellation or change shall be provided to County within 24 hours.
4. Consultant hereby grants to Shasta County, its elected officials, officers, employees, agents, and volunteers, a waiver of any right to subrogation or recovery which any insurer of said Consultant may acquire against County by virtue of the payment of any loss under such coverage, and agrees to obtain any endorsement that may be necessary to affect this waiver; this provision applies regardless of whether or not County has received such a waiver or endorsement.
5. Any available insurance proceeds in excess of the specified minimum limits and insurance coverage pursuant to the terms of this agreement shall be applicable to County.
6. Before the effective date of this agreement, Consultant shall provide County with certificates of insurance, and all amendatory endorsements or policy amendments, as evidence of meeting insurance coverage required of this agreement; for purposes of verification of Consultant meeting insurance requirements of this agreement, County reserves the right to require any policies, declarations, endorsements, and other documentation.
7. Coverage required herein shall be in effect at all times during the term of this agreement, and may be provided by programs of self-insurance when supported by adequate evidence meeting appropriate self-insurance and regulatory compliance. Insurance is to be placed with insurers authorized to transact business in California, with a current A.M. Best's rating of not less than A:VII, unless otherwise authorized by County.
8. In the event any insurance coverage expires at any time during the term of this agreement, Consultant shall provide County, at least 20 days prior to said expiration date, a new endorsement or policy amendment evidencing insurance coverage as provided for herein for not less than the remainder of the term of this agreement or for a period of not less than one year. In the event Consultant fails to keep in effect at all times insurance coverage as herein provided and a renewal endorsement or policy amendment is not provided within 10 days of the expiration of the endorsement or policy amendment in effect at inception of this agreement, County may, in addition

to any other remedies it may have, terminate this agreement upon the occurrence of such event.

9. For any claims related to this agreement, Consultant's coverage shall be primary and non-contributory. Any coverage maintained by Shasta County, its elected officials, officers, employees, agents, and volunteers, shall be excess of the Consultant's coverage and shall not contribute with it.
10. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to Shasta County, its elected officials, officers, employees, agents, or volunteers.

**Section 12. NOTICE OF CLAIM; APPLICABLE LAW; VENUE**

- A. If any claim for damages is filed with Consultant or if any lawsuit is instituted concerning Consultant's performance under this agreement and that in any way, directly or indirectly, contingently or otherwise, affects or might reasonably affect County, Consultant shall give prompt and timely notice thereof to County. Notice shall be prompt and timely if given within 30 days following the date of receipt of a claim or 10 days following the date of service of process of a lawsuit. This provision shall survive the termination, expiration, or cancellation of this agreement.
- B. Any dispute between the Parties, and the interpretation of this agreement, shall be governed by the laws of the State of California. Any litigation shall be venued in Shasta County.

**Section 13. COMPLIANCE WITH LAWS; NON-DISCRIMINATION**

- A. Consultant shall observe and comply with all applicable present and future federal laws, state laws, local laws, codes, rules, regulations, and/or orders that relate to the work or services to be provided pursuant to this agreement.
- B. Consultant shall not unlawfully discriminate in employment practices or in the delivery of services on the basis of race, color, creed, religion, national origin, sex, age, marital status, sexual orientation, medical condition (including cancer, HIV, and AIDS) physical or mental disability, use of family care leave under either the Family & Medical Leave Act or the California Family Rights Act, or on the basis of any other status or conduct protected by law.
- C. Consultant represents that Consultant is in compliance with and agrees that Consultant shall continue to comply with the Americans with Disabilities Act of 1990 (42 U.S.C. Sections 12101, *et seq.*), the Fair Employment and Housing Act (Government Code Sections 12900, *et seq.*), and regulations and guidelines issued pursuant thereto. Furthermore, where applicable, Consultant represents and warrants all websites created for County, or used by Consultant to provide services pursuant to this agreement shall comply with the Americans with Disabilities Act of 1990 and shall specifically conform to the Web Content Accessibility Guidelines

found at [www.w3.org.7.](http://www.w3.org.7.), and comply with Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), Subpart B, 1194.22.

- D. No funds or compensation received by Consultant under this agreement shall be used by Consultant for sectarian worship, instruction, or proselytization in a manner prohibited by law.
- E. In addition to any other provisions of this agreement, Consultant shall be solely responsible for any and all damages caused, and/or penalties levied, as the result of Consultant's noncompliance with the provisions of this Section.

#### **Section 14. ACCESS TO RECORDS; RECORDS RETENTION**

- A. County, federal, and state officials shall have access to any books, documents, papers, and records of Consultant that are directly pertinent to the subject matter of this agreement for the purpose of auditing or examining the activities of Consultant or County. Except where longer retention is required by federal or state law, Consultant shall maintain all records for five years after County makes final payment hereunder. This provision shall survive the termination, expiration, or cancellation of this agreement.
- B. Consultant shall maintain appropriate records to ensure a proper accounting of all funds and expenditures pertaining to the work performed or the services provided pursuant to this agreement. Consultant shall maintain records providing information that account for all funds and expenses related to the provision of services provided pursuant to this agreement. Access to these records shall be provided to County during working days, 8:00 a.m. to 5:00 p.m. and at other times upon reasonable notice by County, and upon request of state and federal agencies charged with the administration of programs related to the work or services to be provided pursuant to this agreement.
- C. Consultant agrees to accept responsibility for receiving, replying to, and/or complying with any audit exception by appropriate federal, state, or County audit directly related to the provisions of this agreement. Consultant agrees to repay County the full amount of payment received for duplicate billings, erroneous billings, audit exceptions, or false or deceptive claims. Consultant agrees that County may withhold any money due and recover through any appropriate method any money erroneously paid under this agreement if evidence exists of less than full compliance with this agreement including, but not limited to, exercising a right of set-off against any compensation payable to Consultant.

#### **Section 15. COMPLIANCE WITH CHILD, FAMILY, AND SPOUSAL SUPPORT REPORTING OBLIGATIONS**

Consultant's failure to comply with state and federal child, family, and spousal support reporting requirements regarding Consultant's employees or failure to implement lawfully served wage and earnings assignment orders or notices of assignment relating to child, family, and spousal support obligations shall constitute a default under this agreement.

Consultant's failure to cure such default within 90 days of notice by County shall be grounds for termination of this agreement.

**Section 16. LICENSES AND PERMITS**

Consultant, and Consultant's officers, employees, and agents performing the work or services required by this agreement, shall possess and maintain all necessary licenses, permits, certificates, and credentials required by the laws of the United States, the State of California, the County of Shasta, and all other appropriate governmental agencies, including any certification and credentials required by County. Failure to maintain the licenses, permits, certificates, and credentials shall be deemed a breach of this agreement and constitutes grounds for the termination of this agreement by County.

**Section 17. PERFORMANCE STANDARDS**

Consultant shall perform the work or services required by this agreement in accordance with the industry and/or professional standards applicable to Consultant's work or services.

**Section 18. CONFLICTS OF INTEREST**

Consultant and Consultant's officers and employees shall not have a financial interest, or acquire any financial interest, direct or indirect, in any business, property, or source of income that could be financially affected by or otherwise conflict in any manner or degree with the performance of the work or services required under this agreement.

**Section 19. NOTICES**

- A. Except as provided in Section 6.C. of this agreement (oral notice of termination due to insufficient funding), any notices required or permitted pursuant to the terms and provisions of this agreement shall be given to the appropriate Party at the address specified below or at such other address as the Party shall specify in writing. Such notice shall be deemed given: (1) Upon personal delivery; or (2) if sent by first class mail, postage prepaid, two days after the date of mailing.

If to County: Shasta County Department of Public Works  
1855 Placer Street  
Redding, CA 96001  
Phone: 530-225-5661 Fax: 530-225-5667

If to County IT: Shasta County Information Technology  
1450 Court Street  
Redding, CA 96001  
Phone: 530-225-5273 Fax: 530-225-5275  
Email: [tschreiber@shastacounty.gov](mailto:tschreiber@shastacounty.gov)

If to Consultant: Ayren Spinner  
Cascade Software Systems  
132 E Broadway Suite 800  
Eugene, OR 97401  
Phone: 541-343-9160

- B. Any oral notice authorized by this agreement shall be given to the persons specified in Section 19.A. and shall be deemed to be effective immediately.
- C. Unless otherwise stated in this agreement, any written or oral notices on behalf of the County as provided for in this agreement may be executed and/or exercised by the County Executive Officer or their designee.

**Section 20. AGREEMENT PREPARATION**

It is agreed and understood by the Parties that this agreement has been arrived at through negotiation and that neither Party is to be deemed the Party which created any uncertainty in this agreement within the meaning of Section 1654 of the Civil Code.

**Section 21. COMPLIANCE WITH POLITICAL REFORM ACT**

Consultant shall comply with the California Political Reform Act (Government Code Sections 81000, *et seq.*), with all regulations adopted by the Fair Political Practices Commission pursuant thereto, and with the County's Conflict of Interest Code, with regard to any obligation on the part of Consultant to disclose financial interests and to recuse from influencing any County decision which may affect Consultant's financial interests. If required by the County's Conflict of Interest Code, Consultant shall comply with the ethics training requirements of Government Code Sections 53234, *et seq.*

**Section 22. PROPERTY TAXES**

Consultant represents and warrants that Consultant, on the date of execution of this agreement, (1) Has paid all property taxes for which Consultant is obligated to pay, or (2) is current in payments due under any approved property tax payment arrangement. Consultant shall make timely payment of all property taxes at all times during the term of this agreement.

**Section 23. SEVERABILITY**

If any portion of this agreement or application thereof to any person or circumstance is declared invalid by a court of competent jurisdiction or if it is found in contravention of any federal or state statute or regulation or County ordinance, the remaining provisions of this agreement, or the application thereof, shall not be invalidated thereby and shall remain in full force and effect to the extent that the provisions of this agreement are severable.

**Section 24. COUNTY'S RIGHT OF SETOFF**

To the fullest extent permitted by law, County shall have the right but not the obligation, to setoff, in whole or in part, against any compensation owed to Consultant or any of its subsidiaries under any contract with the County, any amount of any Federal or State audit liability owed by or claimed or asserted against the County or any amounts owed to County by Consultant or its subsidiaries.

**Section 25. USE OF COUNTY PROPERTY**

Consultant shall not use County premises, property (including equipment, instruments, and supplies), or personnel for any purpose other than in the performance of Consultant's obligations under this agreement.

**Section 26. COUNTERPARTS/ELECTRONIC, FACSIMILE, AND PDF SIGNATURES**

This agreement may be executed in any number of counterparts, each of which will be an original, but all of which together will constitute one instrument. Each Party of this agreement agrees to the use of electronic signatures, such as digital signatures that meet the requirements of the California Uniform Electronic Transactions Act ("CUETA") Cal. Civ. Code §§ 1633.1 to 1633.17), for executing this agreement. The Parties further agree that the electronic signatures of the Parties included in this agreement are intended to authenticate this writing and to have the same force and effect as manual signatures. Electronic signature means an electronic sound, symbol, or process attached to or logically associated with an electronic record and executed or adopted by a person with the intent to sign the electronic record pursuant to the CUETA as amended from time to time. The CUETA authorizes use of an electronic signature for transactions and contracts among Parties in California, including a government agency. Digital signature means an electronic identifier, created by computer, intended by the party using it to have the same force and effect as the use of a manual signature, and shall be reasonably relied upon by the Parties. For purposes of this Section, a digital signature is a type of "electronic signature" as defined in subdivision (h) of Section 1633.2 of the Civil Code. Facsimile signatures or signatures transmitted via pdf document shall be treated as originals for all purposes.

***SIGNATURE PAGE FOLLOWS***



**IN WITNESS WHEREOF**, County and Consultant have executed this agreement on the dates set forth below. By their signatures below, each signatory represents that they have the authority to execute this agreement and to bind the Party on whose behalf their execution is made.

**COUNTY OF SHASTA**

Date: \_\_\_\_\_

\_\_\_\_\_  
KEVIN CRYE, CHAIR  
Board of Supervisors  
County of Shasta  
State of California

ATTEST:

DAVID J. RICKERT  
Clerk of the Board of Supervisors

INFORMATION TECHNOLOGY  
APPROVAL

By: \_\_\_\_\_  
Deputy

Signed by: \_\_\_\_\_  
By: Thomas Schreiber 04/23/2025 | 1:16 PM PDT  
Thomas Schreiber  
Chief Information Officer

Approved as to form:

JOSEPH LARMOUR  
County Counsel

RISK MANAGEMENT APPROVAL

Signed by: \_\_\_\_\_  
By: Alan B. Cox 04/23/2025 | 2:14 PM PDT  
Alan B. Cox  
Senior Deputy County Counsel

Signed by: \_\_\_\_\_  
By: Dolores Lane 04/23/2025 | 1:34 PM PDT  
Dolores Lane  
Risk Manager

**CONSULTANT**  
**CASCADE SOFTWARE SYSTEMS LLC**

Signed by: \_\_\_\_\_  
By: Nathan Quinn  
EBE27224DA44C3...  
Print Name: Nathan Quinn

Signed by: \_\_\_\_\_  
By: Mike Fabrizio  
81313E849F774B1...  
Print Name: Michael Fabrizio

Title: Co-CEO

Title: Co-CEO

Date: 04/23/2025 | 7:23 AM PDT

Date: 04/23/2025 | 12:27 PM PDT

Tax I.D. #: 99-0949209

## **EXHIBIT A**

### **CAMS Labor Rates for Fiscal Years 2025-2028**

Programming Rate per Hour	\$170.00
SQL/DBE Services Rate per Hour	\$185.00
Onsite Rate per Hour	\$200.00
Project Management Per Hour	\$185.00

- \* Rates decrease using sliding scale depending on the total number of hours.
- \* Consultant shall not increase such fees more than once in any year, and provided further that each increase shall not exceed the previous fees by a maximum of 10% per year.

**EXHIBIT B****CAMS Maintenance Rates for Fiscal Year 2025-2026**

<b><u>Division</u></b>	<b><u>Rate</u></b>
Shasta County Roads	\$16,807.18
Shasta County Service Areas	\$ 3,927.00
Shasta County Facilities Management	\$18,397.20
Shasta County Fleet Management	<u>\$ 5,799.97</u>
<b>TOTAL</b>	<b>\$44,931.35</b>

**CAMS Maintenance Rates for Fiscal Year 2026-2027**

<b><u>Division</u></b>	<b><u>Rate</u></b>
Shasta County Roads	\$17,647.54
Shasta County Service Areas	\$ 4,123.35
Shasta County Facilities Management	\$19,317.06
Shasta County Fleet Management	<u>\$ 6,089.97</u>
<b>TOTAL</b>	<b>\$47,177.92</b>

**CAMS Maintenance Rates for Fiscal Year 2027-2028**

<b><u>Division</u></b>	<b><u>Rate</u></b>
Shasta County Roads	\$18,529.92
Shasta County Service Areas	\$ 4,329.52
Shasta County Facilities Management	\$20,282.91
Shasta County Fleet Management	<u>\$ 6,394.47</u>
<b>TOTAL</b>	<b>\$49,536.82</b>

**EXHIBIT C****WIN-CAMS Utilities A/R**

<b>WIN-CAMS One time License Fee</b>	<b>\$7,700.00</b>
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**WIN-CAMS Utilities A/R Software Implementation Costs****Custom Interfaces (Optional)**

Import from meter collection software	\$2,000.00
Export amounts owed to payment processor	\$2,000.00
Import payments from payment processor	\$2,000.00
<b>Subtotal Custom Interfaces</b>	<b>\$6,000.00</b>

**Customer Forms (Optional)**

Customize statement form	\$2,000.00
Paperless billing (emailing clients with attached PDDF statements)	\$3,000.00
<b>Subtotal Custom Forms</b>	<b>\$6,000.00</b>

**Implementation**

	<b>Rates:</b>	<b>Total:</b>
Date Loads	\$170.00 Per Hour	\$ 1,360.00
Remote Training & Support	\$170.00 Per Hour	\$ 0.00
Project Management	\$185.00 Per Hour	\$ 740.00
Onsite Training & Support	\$1,600.00 per Day	\$ 3,200.00
Travel Expenses	\$750.00 Per Visit	\$ 1,500.00
Per Diem	\$400.00 Per Night	\$ 1,600.00
<b>Subtotal Implementation</b>		<b>\$ 8,400.00</b>
<b>Grand Total</b>		<b>\$27,100.00</b>