

**COUNTY OF NEVADA**

PURCHASING DIVISION  
 950 MAIDU AVENUE  
 NEVADA CITY, CA 95959  
 (530) 265-1238 Fax (530) 265-7112  
 Federal Excise Tax Exemption #94730213K  
 Federal Tax ID #94-6000526



**PURCHASE ORDER NO. PESH3658**

PAGE NO. 1

VENDOR: 109460 FAX: 310-756-0609  
 VIATRON SYSTEMS INC  
 18233 S HOOVER ST  
 GARDENA CA 90248

SHIP TO: NEVADA COUNTY INFORMATION SYSTEMS  
 ERIC ROOD ADMIN. BUILDING 1ST FLOOR  
 950 MAIDU AVENUE  
 NEVADA CITY, CA. 95959  
 ATTN: CAITLIN MCBRICE

ORDER DATE: 09/19/18 BUYER: DIANA WILBURN REQ. NO.: 27556 REQ. DATE: 09/19/18

TERMS: NET 30 DAYS F.O.B.: DESC.: ANGIE EVANS X1692

ITEM#	QUANTITY	UOM	DESCRIPTION	UNIT PRICE	EXTENSION
01	1.00	TL	DOCUMENT IMAGING, CONVERSION AND INDEXING SERVICES NOT TO EXCEED \$25,000 07/01/18 TO 06/30/19	.0000	.00
02	1.00		PROVIDE EVIDENCE OF GENERAL & AUTO LIAB INSURANCE IN THE AMT OF \$1 MILLION COMBINED SGL LIMIT ON A PER OCCURENCE BASIS W/ ENDORSEMENT NAMING THE COUNTY AS ADDL INSURED	.0000	.00
03	1.00		CONTRACTOR SHALL PROVIDE EVIDENCE OF WORKERS COMPENSATION INSURANCE	.0000	.00
04	1.00		BILL TO: ACCOUNTS PAYABLE INFORMATION AND GENERAL SERVICES 950 MAIDU AVENUE NEVADA CITY, CA 95959	.0000	.00

ITEM#	ACCOUNT	AMOUNT	PROJECT CODE	PAGE TOTAL \$	.00
				<b>TOTAL \$</b>	<b>.00</b>

01	0101102044181000 521520	.00	41800000
02	0101102044181000 521520	.00	41800000
03	0101102044181000 521520	.00	41800000
04	0101102044181000 521520	.00	41800000

To avoid delays in payment, please note the Ship to and Bill To information above. Invoices are Net 30. Additional terms and conditions are on the reverse. Any attached contract terms and conditions supercede those on the reverse. This order is authorized by Mary Hall Ross, County Purchasing Agent.

**APPROVED BY**

*[Signature]*  
 PURCHASING AGENT

## COUNTY OF NEVADA – PURCHASE ORDER TERMS & CONDITIONS

1. The County of Nevada reserves the right to cancel this order if goods are not shipped as directed, in a timely manner, or if items have not been shipped.
2. Order must be filled exactly as specified; no exceptions. Alternates or substitutes will not be accepted unless authorized in writing or by telephone, followed by a written change order, by the Purchasing Agent or his or her authorized agent.
3. Any correspondence referring to this order must be directed to the Purchasing Agent and include the purchase order number.
4. Each shipment, packing slip, invoice, and all correspondence must be plainly marked and show the purchase order number and the department in whose care the material is shipped.
5. No charge will be allowed for packing, boxing or cartage, unless agreed upon at the time of purchase.
6. Merchandise must not be shipped C.O.D.
7. Freight charges must be prepaid on all material sold F.O.B. destination. On shipments sold F.O.B. point of origin, prepay and add to invoice the actual shipping cost incurred. Original copy for paid express or freight bill must be attached to the invoice.
8. All material and workmanship are subject to inspection and test by the County for compliance with specifications as included herein. In the event articles or services are defective or not in conformity with this order, the County shall have the right to reject the items or require correction. Defective articles or services shall be removed from County premises and/or corrected by and at the expense of the vendor. Failure to inspect and accept or reject shall not relieve the vendor from responsibility for compliance with specifications. Final acceptance shall be conclusive except as regards latent defects, fraud, or such gross mistakes as amount to fraud.
9. The vendor shall hold the County of Nevada, its officers, agents, and employees harmless from liability of any nature or kind on account of use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, articles or appliances furnished or used under this order.
10. In case of default, exceeding 14 calendar days, by the vendor of any of the conditions of this purchase order or bid, the County of Nevada may procure the articles or services from other sources and may deduct from the unpaid balance due the vendor or may collect against the bond or surety for excess costs so paid, and the prices paid by the County shall be considered the prevailing market price at the time such purchase is made.
11. The vendor will not be liable for failure or delay in the fulfillment if hindered or prevented by fires, strikes, or acts of God, or other circumstances beyond the vendor's control.
12. The County of Nevada will not be responsible for goods delivered or services rendered without an order on this form properly signed by the County Purchasing Agent or his authorized agent. When this order covers a continuing service rendered over a stated period of time, a new order must be obtained upon expiration of the time period to authorize the continuance of the service for an additional period of time. There are no automatic extensions.
13. The County of Nevada is exempted from payment of Federal Excise Tax. No Federal Excise Tax should be included in price, Exemption Certificate will be furnished when applicable and if requested. Federal Excise Tax Exemption Certificate No. 94730213K filed with the District Director of the Internal Revenue, December 21, 1960.
14. All disputes concerning questions of fact which may arise under this purchase order, and not disposed of by mutual consent, shall be decided by the Purchasing Agent of Nevada County.
15. Vendor agrees that materials comply fully with safety regulations of EPA, OSHA, and CAL-OSHA.
16. In the event that the materials are unsatisfactory or deemed by the County of Nevada to be unusable for their intended purpose due to contamination prior to delivery, unsafe or damaged packaging, or unsatisfactory substitution of materials/product, it will be the responsibility of the vendor to issue a pickup order and dispose of the returned material in a proper manner at no cost to the County of Nevada. Should the vendor fail to issue a pickup order within 14 calendar days, the County will dispose of the material and bill the vendor for all cost of such disposal including direct and overhead cost. The County may withhold any such charges from any payment owing to the vendor.
17. The County of Nevada may, at its sole option, offer and promote the availability of products and pricing of any agreement formulated from the Request for Quotation to other governmental entities. Further, the County may enter into agreements with such other governmental entities whereby such entities may order products contained in this agreement.  
  
It is clearly understood and accepted that the County is not a dealer, re-marketer, agent or other representative of the vendor.  
  
Purchase orders for other governmental entities utilizing this agreement shall be submitted by that entity. The County of Nevada will not be liable or responsible for any obligations, including but not limited to, payment for any products ordered by other government entities.  
  
The County of Nevada and the Vendor acknowledge that any "piggyback" agreement is not to be construed as an order or commitment by the County to purchase any products.
18. Nevada County prohibits discrimination in employment or in the provision of services because of race, color, religion, religious creed, sex, age, marital status, ancestry, national origin, political affiliation, physical handicap or medical condition. This clause does not require the hiring of unqualified persons.
19. Pursuant to Government Code 926.10, payment of interest is authorized at the rate of 6 percent per annum for payments made after the 61st day of date of an approved invoice.
20. All applicable portions of the State of California Uniform Commercial Code shall govern contracts with the County of Nevada.

*PESM 3658*

REQUESTED 09/18/18  
 REQUIRED 09/19/18

APPROVAL GROUP 4181  
 PURCHASING

BUYER  
 SANDY BALZER

SHIP TO IS  
 NEVADA COUNTY INFORMATION SYST  
 ERIC ROOD ADMIN. BUILDING 1ST  
 950 MAIDU AVENUE  
 NEVADA CITY, CA. 95959  
 ATTN: CAITLIN MCBRICE  
 ANGIE EVANS X1692

VENDOR 109460  
 VIATRON SYSTEMS INC  
 18233 S HOOVER ST  
 GARDENA CA 90248

FREIGHT

LN/ST	COMMODITY	STOCK NO	QUANTITY	UOM	UNIT PRICE	EXTENSION/ TAX/TRADE-IN
01	11		1.00	TL	.0000	0.00
O	PERSONAL SERVICES CONTRACT FOR DOCUMENT IMAGING, CONVERSION AND INDEXING SERVICES					0.00
						0.00
					TOTAL PRICE	0.00
	ORG CODE	ACCOUNT	PCN/TASK	ACCOUNT	CHARGE AMOUNT	
	0101102044181000	521520	41800000	521520	.00	

LN/ST	COMMODITY	STOCK NO	QUANTITY	UOM	UNIT PRICE	EXTENSION/ TAX/TRADE-IN
02	07		1.00		.0000	0.00
O	PROVIDE EVIDENCE OF GENERAL & AUTO LIAB INSURANCE IN THE AMT OF \$1 MILLION COMBINED SGL LIMIT ON A PER OCCURENCE BASIS W/ ENDORSEMENT NAMING THE COUNTY AS ADDL INSURED					0.00
						0.00
					TOTAL PRICE	0.00
	ORG CODE	ACCOUNT	PCN/TASK	ACCOUNT	CHARGE AMOUNT	
	0101102044181000	521520	41800000	521520	.00	

LN/ST	COMMODITY	STOCK NO	QUANTITY	UOM	UNIT PRICE	EXTENSION/ TAX/TRADE-IN
03	08		1.00		.0000	0.00
O	CONTRACTOR SHALL PROVIDE EVIDENCE OF WORKERS COMPENSATION INSURANCE					0.00
						0.00
					TOTAL PRICE	0.00
	ORG CODE	ACCOUNT	PCN/TASK	ACCOUNT	CHARGE AMOUNT	
	0101102044181000	521520	41800000	521520	.00	

LN/ST	COMMODITY	STOCK NO	QUANTITY	UOM	UNIT PRICE	EXTENSION/ TAX/TRADE-IN
04	BTIGS		1.00		.0000	0.00
O	BILL TO: ACCOUNTS PAYABLE INFORMATION AND GENERAL SERVICES 950 MAIDU AVENUE NEVADA CITY, CA 95959					0.00
						0.00
					TOTAL PRICE	0.00
					PAGE TOTAL	.00

REQUESTED 09/18/18  
REQUIRED 09/19/18

APPROVAL GROUP 4181  
PURCHASING

BUYER  
SANDY BALZER

SHIP TO IS  
NEVADA COUNTY INFORMATION SYST  
ERIC ROOD ADMIN. BUILDING 1ST  
950 MAIDU AVENUE  
NEVADA CITY, CA. 95959  
ATTN: CAITLIN MCBRICE  
ANGIE EVANS X1692

VENDOR 109460  
VIATRON SYSTEMS INC  
18233 S HOOVER ST  
GARDENA CA 90248

FREIGHT

ORG CODE	ACCOUNT	PCN/TASK	ACCOUNT	CHARGE AMOUNT
0101102044181000	521520	41800000	521520	.00

REQUISITION TOTAL .00



# Information and General Services Department

950 Maidu Avenue  
Nevada City, CA 95959  
Phone: 530-265-1238  
Fax: 530-265-7112

Information Systems  
Geographic Information Systems  
Cable Television  
Central Services

Facilities Management  
Purchasing  
Emergency Services

## Renewal Request

September 11, 2018

Mr. Isaac Chung  
ViaTRON Systems, INC  
18233 Hoover Street  
Los Angeles, CA 90248

**~ SECOND NOTICE ~**

Via Email to: [isaacc@viatron.com](mailto:isaacc@viatron.com)

Re: Document Imaging, Conversion and Indexing Services

Dear Mr. Chung,

Nevada County awarded the above contract to your firm for the period of July 1, 2017 through June 30, 2018 on behalf of the Information and General Services Department. The department has reported they are satisfied with the services you have provided over this period. The agreement contains an option to renew for another year, provided the terms can be satisfactorily negotiated.

The County is considering renewal of the agreement for the period of July 1, 2018 through June 30, 2019. Please note your decision below, then sign and return this letter as soon as possible.

Renewal of your contract is solely at the County's discretion. Your response will be carefully evaluated to determine if a satisfactory renewal can be accomplished, or if rebidding will best serve the County's interest.

**The following item is required with your renewal response:**

\_\_\_\_\_ Certificate of Insurance with the minimum coverage shown on the attached.

**Please remember I cannot issue a new contract until all the recommended insurance certificates are received.**

If you have any questions regarding this process, please feel free to call me at 530-265-1557.

Desiree Belding, CPPB  
Deputy Purchasing Agent  
[desiree.belding@co.nevada.ca.us](mailto:desiree.belding@co.nevada.ca.us)

AS AUTHORIZED REPRESENTATIVE(S) OF THIS FIRM, I/WE:

\_\_\_\_\_ Agree to a one-year renewal of the above Contract for the exact same pricing and terms.

Agree to a one-year renewal of the above Contract with the changes shown on the attached. (Please line through the original information without obliterating it.)

Name (type or print): Albert Fader

Title: Vice President

Signature:

Date: 9-12-18

### Renewal Acknowledgment by County of Nevada

Signature:

Date: 9/21/18

PESK 3305

**PERSONAL SERVICES CONTRACT**

County of Nevada, California

This Personal Services Contract is made between the COUNTY OF NEVADA (herein "County"), and

**Viatron, Inc.**

(herein "Contractor"), wherein County desires to retain a person or entity to provide the following services, materials and products generally described as follows:

(§1) **Document Imaging, Conversion and Indexing Services**

**SUMMARY OF MATERIAL TERMS**

(§2) **Maximum Contract Price:** N/A  
(§3) **Contract Beginning Date:** 3/1/2017 **Contract Termination Date:** 6/30/2018  
(§4) **Liquidated Damages:** \_\_\_\_\_

**INSURANCE POLICIES**

Designate all required policies:

		Req'd	Not Req'd
(§6)	<b>Commercial General Liability</b> (\$1,000,000)	<u>X</u>	_____
(§7)	<b>Automobile Liability</b> (\$ 300,000) Personal Auto	_____	<u>X</u>
	(\$1,000,000) Business Rated	<u>X</u>	_____
	(\$1,000,000) Commercial Policy	_____	<u>X</u>
(§8)	<b>Worker's Compensation</b>	<u>X</u>	_____
(§9)	<b>Errors and Omissions</b> (\$1,000,000)	_____	<u>X</u>

**LICENSES AND PREVAILING WAGES**

(§14) Designate all required licenses:  
\_\_\_\_\_

**NOTICE & IDENTIFICATION**

(§26) **Contractor:** Viatron, Inc.  
18233 Hoover Street  
Gardena, CA 90248  
**County of Nevada:** Information and General Services  
950 Maidu Ave.  
Nevada City, CA 95959

Isaac Chung  
310-756-0604  
isaacc@viatron.com

~~Contact Person: Kala Devan~~  
~~(310) 502-8004~~  
~~e-mail: kalad@viatron~~

Contact Person: Diana Wilburn  
(530) 265-1766  
e-mail: diana.wilburn@co.nevada.ca.us

**Contractor is a:** (check all that apply)

Corporation:  Calif., \_\_\_\_\_ Other, \_\_\_\_\_ LLC, \_\_\_\_\_ Non-profit  
Partnership: \_\_\_\_\_ Calif., \_\_\_\_\_ Other, \_\_\_\_\_ LLP, \_\_\_\_\_ Limited  
Person: \_\_\_\_\_ Individ., \_\_\_\_\_ DbA, \_\_\_\_\_ Ass'n \_\_\_\_\_ Other

**EDD:** Independent Contractor Worksheet Required: \_\_\_\_\_ Yes X No  
**HIPAA:** Schedule of Required Provisions (Exhibit D): \_\_\_\_\_ Yes X No

**ATTACHMENTS**

Designate all required attachments:

	Req'd	Not Req'd
<b>Exhibit A: Schedule of Services</b> (Provided by Contractor)	<u>X</u>	_____
<b>Exhibit B: Schedule of Charges and Payments</b> (Paid by County)	<u>X</u>	_____
<b>Exhibit C: Schedule of Changes</b> (Additions, Deletions & Amendments)	_____	<u>X</u>
<b>Exhibit D: Schedule of HIPAA Provisions</b> (Protected Health Information)	_____	<u>X</u>

### Terms

Each term of this Contract below specifically incorporates the information set forth in the Summary at page one (1) above as to each respective section (§) therein, as the case may be.

### Services

1. **Scope of Services:**

Contractor shall provide all of the services, materials and products (herein "Services") generally described in **Exhibit "A"**, according to a performance schedule, if applicable, as set forth in said exhibit (herein "Performance Schedule"). If requested, Contractor agrees to serve as an expert witness for County in any third party action or proceeding arising out of this Contract.

### Payment

2. **Charges and Payments:**

The charges (herein "Charges") for furnishing the aforesaid Services under this Contract are set forth in **Exhibit "B"**, including, if applicable, hourly rates, unit pricing, and expense, mileage and cost limits. Said Charges shall be presented monthly by invoice, and shall be due within thirty (30) days of receipt unless payment is otherwise set forth in said **Exhibit "B"**, and shall remain in effect for the entire term of this Contract, and any extension hereof. In no event will the cost to County for Services to be provided under this Contract, including direct non-salary expenses, exceed the **Maximum Contract Price** set forth at §2, page one (1), above.

### Time for Performance

3. **Contract Term:**

This Contract shall commence on the **Contract Beginning Date** set forth at §3, page one (1), above. All Services required to be provided by this Contract shall be completed and ready for acceptance no later than the **Contract Termination Date** set forth at §3, page one (1), above.

4. **Liquidated Damages:**

County and Contractor agree that damages to County due to delays in timely providing Services in accordance with the aforesaid Performance Schedule and Contract Termination Date are impractical and difficult to ascertain. Therefore, if §4 at page one (1) hereof shall indicate a daily amount as **Liquidated Damages**, County shall have the right to assess said daily sum, not as a penalty, but as and for damages to County due to delays in providing Services not in accordance with the said Performance Schedule, or later than the Contract Termination Date (herein "Delay"). Liquidated Damages shall be offset against amounts owing to Contractor, including retention sums.

To the extent that any Delay is a result of matters or circumstances wholly beyond the control of Contractor, County may excuse said Liquidated Damages; provided however, that County may condition such excuse upon Contractor having given prompt notice to County of such delay immediately by telephone and thereafter by written explanation within a reasonable time. The time for Contractor's performance shall be extended by the period of delay, or such other period as County may elect.

5. **Time of the Essence:**

Time is of the essence with respect to Contractor's performance under this Contract. Delay in meeting the time commitments contemplated herein will result in the assessment of liquidated damages, if indicated at §4 at page one (1), hereof. If Liquidated Damages are not so indicated, damages shall be as otherwise provided by law.

### Insurance

6. **Commercial General Liability Insurance: (County Resolution No. 90674)**

If §6 at page one (1) hereof shall indicate a **Commercial General Liability** insurance policy is required, Contractor shall promptly provide proof of such insurance evidenced by a certificate of insurance with properly executed endorsements attached, which insurance shall include the following:

- (i) Broad form coverage for liability for death or bodily injury to a person or persons, and for property damage, combined single limit coverage, in the minimum amount indicated at said §6;





- (ii) An endorsement naming County as an additional insured under said policy, with respect to claims or suits arising from the Services provided or the relationships created under this Contract;
- (iii) A provision that said insurance shall be primary and other insurance maintained by the County of Nevada shall be excess only and not contributing with Contractor's insurance;
- (iv) A provision that said insurance shall provide for thirty (30) days written notice to County of any termination or change in coverage protection, or reduction in coverage limits (except ten (10) days notice for non-payment of premium).

7. **Automobile Liability Insurance:** (County Resolution No. 90676)

If §7 at page one (1) hereof shall require either a Business Rated or a Commercial Automobile Liability insurance policy, for each vehicle used including non-owned and hired automobiles, Contractor shall promptly provide proof of such insurance evidenced by a certificate of insurance with properly executed endorsements attached, which insurance shall include the following provisions:

- (i) Liability protection for death or bodily injury to a person or persons, property damage, and uninsured and underinsured coverage, combined single limit coverage, in the minimum amount indicated at said §7;
- (ii) An endorsement naming County as an additional insured under said policy, with respect to claims or suits arising from the Services provided or the relationships created under this Contract;
- (iii) A provision that said insurance shall be primary and other insurance maintained by the County of Nevada shall be excess only and not contributing with Contractor's insurance;
- (iv) A provision that said insurance shall provide for thirty (30) days written notice to County of any termination or change in coverage protection, or reduction in coverage limits (except ten (10) days notice for non-payment of premium).

If §7 at page one (1) hereof shall require a Personal Auto policy, for each vehicle used including non-owned and hired automobiles, Contractor shall promptly provide proof of such insurance for a minimum of three hundred thousand dollars, (\$300,000), in combined single limits, and naming the County as additionally insured.

8. **Worker's Compensation:** (County Resolution No. 90674)

If §8 at page one (1) hereof shall indicate a **Worker's Compensation** insurance policy is required, Contractor shall maintain said policy as required by law, and shall promptly provide proof of such insurance evidenced by a certificate of insurance, or other documentation acceptable to County.

Before commencing to utilize employees in providing Services under this Contract, Contractor warrants that it will comply with the provisions of the California Labor Code, requiring Contractor to be insured for worker's compensation liability or to undertake a program of self-insurance therefor.

9. **Errors and Omissions:**

If §9 at page one (1) hereof shall indicate **Errors and Omissions** insurance is required, Contractor shall maintain either a professional liability or errors & omissions policy in the minimum amount indicated, and shall promptly provide proof of such insurance evidenced by a certificate of insurance, or other documentation acceptable to County.

10. **Miscellaneous Insurance Provisions:** (County Resolution No. 90675)

All policies of insurance required by this Contract shall remain in full force and effect throughout the life of this Contract and shall be payable on a "per occurrence" basis unless County specifically consents to "claims made" coverage. If the County does consent to "claims made" coverage and if Contractor changes insurance carriers during the term of this Contract or any extensions hereof, then Contractor shall carry prior acts coverage.

Insurance afforded by the additional insured endorsement shall apply as primary insurance, and other insurance maintained by County, its officers, agents and/or employees, shall be excess only and not contributing with insurance required or provided under this agreement.





At all times, Contractor shall keep and maintain in full force and effect throughout the duration of this Contract, policies of insurance required by this Contract which policies shall be issued by companies with a Best's Rating of B+ or higher (B+, B++, A-, A, A+ or A++), or a Best's Financial Performance Rating (FPR) of 6 or higher (6, 7, 8 or 9) according to the current Best's Key Rating Guide, or shall be issued by companies approved by the County Risk Manager. In the event the Best's Rating or Best's FPR shall fall below the rating required by this paragraph, Contractor shall be required to forthwith secure alternate policies which comply with the rating required by this paragraph, or be in material breach of this Contract.

Failure to provide and maintain the insurance policies (including Best's ratings), endorsements, or certificates of insurance required by this Contract shall constitute a material breach of this agreement (herein "Material Breach"); and, in addition to any other remedy available at law or otherwise, shall serve as a basis upon which County may elect to suspend payments hereunder, or terminate this Contract, or both. (See §13, ¶2, below, as these provisions additionally apply to subcontractors.)

**11. Indemnity:**

Nothing herein shall be construed as a limitation of Contractor's liability, and Contractor shall indemnify, defend and hold harmless the County and its officers, officials, employees, agents and volunteers from any and all liabilities, claims, demands, damages, losses and expenses (including, without limitation, defense costs and attorney fees of litigation) which result from the negligent act, willful misconduct, or error or omission of Contractor, except such loss or damage which was caused by the sole negligence or willful misconduct of County or its officers, officials, employees, agents and volunteers.

**Personal Services**

**12. Contractor as Independent:**

In providing services herein, Contractor, and the agents and employees thereof, shall act in an independent capacity and as an independent contractor and not as agents or employees of County.

**13. Assignment and Subcontracting:**

Except as specifically provided herein, the rights, responsibilities, duties and Services to be performed under this Contract are personal to the Contractor and may not be transferred, subcontracted, or assigned without the prior written consent of County. Contractor shall not substitute nor replace any personnel for those specifically named herein or in its proposal without the prior written consent of County.

Contractor shall cause and require each transferee, subcontractor and assignee to comply with the insurance provisions set forth herein at §§6, 7, 8, 9 and 10, to the extent such insurance provisions are required of Contractor under this Contract. Failure of Contractor to so cause and require such compliance by each transferee, subcontractor and assignee shall constitute a Material Breach of this agreement, and, in addition to any other remedy available at law or otherwise, shall serve as a basis upon which County may elect to suspend payments hereunder, or terminate this Contract, or both.

**14. Licensing and Permits:**

Contractor warrants (i) Contractor is qualified and competent to provide all Services under this contract; (ii) Contractor and all employees of Contractor hold all necessary and appropriate licenses therefor, including those licenses set forth at §14, page one (1) hereof; and, (iii) Contractor shall obtain, and remain in compliance with, all permits necessary and appropriate to provide said Services. Contractor shall cause said licenses and permits to be maintained throughout the life of this Contract. Failure to do so shall constitute a Material Breach of this agreement, and, in addition to any other remedy available at law or otherwise, shall serve as a basis upon which County may elect to suspend payments hereunder, or terminate this Contract, or both.

**Public Contracts**

**15. Prevailing Wage and Apprentices:**

To the extent made applicable by law, performance of this Contract shall be in conformity with the provisions of California Labor Code, Division 2, Part 7, Chapter 1, commencing with Section 1720 relating to prevailing wages which must be paid to workers employed on a public work as defined in Labor Code §§1720, et seq.; and shall be in conformity with Title 8 of the California Code of Regulations §§200 et seq., relating to apprenticeship. Where applicable:



(i) Contractor shall comply with the provisions thereof at the commencement of Services to be provided herein, and thereafter during the term of this Contract. A breach of the requirements of this section shall be deemed a material breach of this contract. Applicable prevailing wage determinations are available on the California Department of Industrial Relations website at <http://www.dir.ca.gov/OPRL/PWD>.

(ii) Contractor and all subcontractors must comply with the requirements of Labor Code Section 1771.1(a) pertaining to registration of contractors pursuant to Section 1725.5. Registration and all related requirements of those Sections must be maintained throughout the performance of the Contract.

(iii) Contracts to which these prevailing wage requirements apply are subject to compliance monitoring and enforcement by the Department of Industrial Relations. Each contractor and subcontractor must furnish certified payroll records to the Labor Commissioner at least monthly.

(iv) The County is required to provide notice to the Department of Industrial Relations of any public work contract subject to prevailing wages within five (5) days of award.

**16. Accessibility (County Resolution No. 00190):**

It is the policy of the County of Nevada that all County services, programs, meetings, activities and facilities shall be accessible to all persons, and shall be in compliance with the provisions of the Americans With Disabilities Act and Title 24, California Code of Regulations. To the extent this Contract shall call for Contractor to provide County contracted services directly to the public, Contractor shall certify that said direct Services are and shall be accessible to all persons.

**17. Nondiscriminatory Employment:**

In providing Services hereunder, Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, national origin, political affiliation, ancestry, marital status or disability. This policy does not require the employment of unqualified persons.

**18. Prior Nevada County Employment (County Resolution No. 03-353):**

Effective July 22, 2003, it is the policy of the County of Nevada that former members of the Board of Supervisors, a former CEO, or a former Purchasing Agent, for a period of twelve (12) months following the last day of employment, shall not enter into any relationship wherein that former employee or former Board member receives direct remuneration from a legal entity that, during the last twelve (12) months of said employment or Board member's service, entered into a contract with, or received a grant from the County of Nevada. Provided however, that this prohibition shall not apply to any employee that did not personally approve a contract with or grant to said legal entity during the last twelve (12) months of said employment, and shall not apply when the Board of Supervisors did not approve a contract with or grant to said legal entity during the last twelve (12) months of said Board member's service.

A violation of this policy shall subject Contractor to all of the remedies enumerated in said resolution and as otherwise provided in law, which remedies shall include but not be limited to injunctive relief, cancellation and voiding of this contract by County, a return of grant money, a cause of action for breach of contract, and entitlement to costs and reasonable attorney fees in any action based upon a breach of contract under this provision.

**19. Cost Disclosure:**

In accordance with Government Code Section 7550, should a written report be prepared under or required by the provisions of this Contract, Contractor agrees to state in a separate section of said report the numbers and dollar amounts of all contracts and subcontracts relating to the preparation of said report.

**Default and Termination**

**20. Termination:**

A Material Breach of this Contract pursuant to the terms hereof or otherwise, in addition to any other remedy available at law or otherwise, shall serve as a basis upon which County may elect to immediately suspend payments hereunder, or terminate this contract, or both, **without notice**.



If Contractor fails to timely provide in any manner the services materials and products required under this Contract, or otherwise fails to promptly comply with the terms of this Contract, or violates any ordinance, regulation or other law which applies to its performance herein, County may terminate this Contract by giving **five (5) days written notice** to Contractor.

Either party may terminate this Contract for any reason, or without cause, by giving **thirty (30) calendar days written notice** to the other, which notice shall be sent by registered mail in conformity with the notice provisions, below. In the event of termination not the fault of the Contractor, the Contractor shall be paid for services performed to the date of termination in accordance with the terms of this Contract. Contractor shall be excused for failure to perform services herein if such performance is prevented by acts of God, strikes, labor disputes or other forces over which the Contractor has no control.

County, upon giving **sixty (60) calendar days written notice** to Contractor, shall have the right to terminate its obligations under this Contract at the end of any fiscal year if the County or the State of California, as the case may be, does not appropriate funds sufficient to discharge County's obligations coming due under this contract.

#### Miscellaneous

**21. Books of Record and Audit Provision:**

Contractor shall maintain complete records relating to this Contract for a period of five (5) years from the completion of Services hereunder. Said records shall include but not be limited to bids and all supporting documents, original entry books, canceled checks, receipts, invoices, payroll records including subsistence, travel and field expenses, together with a general ledger itemizing all debits and credits

Contractor shall permit County to audit said records as well as such related records of any business entity controlled by Contractor. Said audit may be conducted on Contractor's premises or at a location designated by County, upon fifteen (15) days notice. Contractor shall promptly refund any moneys erroneously charged and shall be liable for the costs of audit if the audit establishes an over-charged of five percent (5%) or more of the Maximum Contract Price.

**22. Intellectual Property:**

All original photographs, diagrams, plans, documents, information, reports, computer code and all recordable media together with all copyright interests thereto (herein "Intellectual Property"), which concern or relate to this Contract and which have been prepared by, for or submitted to Contractor, shall be the property of County, and upon fifteen (15) days demand therefor, shall be promptly delivered to County without exception. Provided however, for personal purposes only and not for commercial, economic or any other purpose, Contractor may retain a copy of Contractor's work product hereunder.

**23. Entire Agreement:**

This Contract represents the entire agreement of the parties, and no representations have been made or relied upon except as set forth herein. This Contract may be amended or modified only by written, fully executed agreement of the parties.

**24. Jurisdiction and Venue:**

This Contract shall be construed in accordance with the laws of the State of California and the parties hereto agree that venue shall be in Nevada County, California.

**25. Compliance with Applicable Laws:**

The Contractor shall comply with any and all federal, state and local laws, codes, ordinances, rules and regulations which relate to, concern or affect the Services to be provided by this Contract.

**26. Notices:**

This Contract shall be managed and administered on County's behalf by the department and the person set forth at §26, page one (1) of this Contract, and all invoices shall be submitted to and approved by this Department. In addition to personal service, all notices may be given to County and to Contractor by first class mail addressed as set forth at said §26 Said notices shall be deemed received the fifth (5th) day following the date of mailing or the earlier date of personal service, as the case may be.



27. Authority:

All individuals executing this Contract on behalf of Contractor represent and warrant that they are authorized to execute and deliver this Contract on behalf of Contractor.

IN WITNESS WHEREOF, the parties have executed this Contract effective on the Beginning Date, above.

CONTRACTOR: 

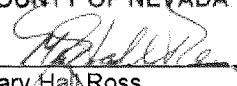
KALA DEVAN, PRESIDENT

Name:

Title:

Dated: 3/14/17

COUNTY OF NEVADA:

  
Mary Hall Ross

Purchasing Agent

Dated: 3/3/17

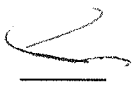


EXHIBIT "A"

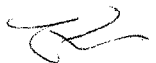
SCHEDULE OF SERVICES

This Contract is a master services agreement under which Contractor will provide document scanning, microfiche/microfilm conversion, and indexing services as described in the Contractor's proposal dated 7/22/2016.

Services may be requested from time to time by the various County departments. Upon request, Contractor will provide to the requesting Department a written quote that specifies the number and description of units of service requested and the applicable charges based on the unit prices described in Exhibit B. Upon acceptance of the written quote, the County will issue a Purchase Order to Contractor for the quoted services. No work shall be performed by Contractor under this Contract without a Purchase Order.

This contract applies to quotes for less than \$25,000 only.

If the total amount of the quote is more than \$25,000 the department requesting the quote will prepare a separate contract for the amount of that quote only. The contract will be substantially the same as this contract but per County Code will be signed by the Board of Supervisors.



**EXHIBIT "B"**

**SCHEDULE OF CHARGES AND PAYMENTS**

All Quotes and Purchase Orders for services provided under this Contract shall be at the rates listed below.

Contractor shall invoice in arrears as directed on the Purchase Order that authorizes the services to be performed.

The County will remit payment for approved invoices within thirty (30) days of receipt.

<b>Service: Unit</b>	<b>Quantity</b>	<b>Price</b>
<b>Microfilm (300 dots per inch):</b>		
16 mm, simplex, 100 ft. roll	Images	0.007
16 mm, duplex, 100 ft. roll	Images	0.007
16 mm, simplex, 250 ft. roll	Images	0.007
16 mm, duplex, 250 ft. roll	Images	0.007
35 mm, simplex, 100 ft. roll	Images	0.009
35 mm, duplex, 100 ft. roll	Images	0.009
35 mm, simplex, 250 ft. roll	Images	0.009
35 mm, duplex, 250 ft. roll	Images	0.009
Digital output pdf (CD, <b>USE</b> , FTP)	Digital Upload	No Charge
Digital output TIF (CD, <b>USE</b> , FTP)	Digital Upload	No Charge
Indexing	Per Keystroke	0.007
<b>SI cartridge (300 dots per inch)</b>		
Digital output pdf (CD, USB, FTP)	Digital Upload	No Charge
Digital output TIF (CD, USB, FTP)	Digital Upload	No Charge
Indexing	Keystroke	0.007
<b>Microfiche: (300 dots per inch)</b>		
COM fiche (1- 10 images per card)	Image	0.009
COM fiche (10+ images per card)	Image	0.009
Jacketed, 16 mm (4x6 inches, approx. 50 images)	Image	0.012
Jacketed, 35 mm (4x6 inches, 1-12 images)	Image	0.012
Step and repeat	Image	0.012
Rewritable	Image	0.012
Digital output pdf (CD, <b>USE</b> , FTP)	Digital Upload	No Charge
Digital output TIF (CD, <b>USE</b> , FTP)	Digital Upload	No Charge
Indexing	Keystroke	0.007
<b>Document Scanning: (300 dots per inch)</b>		
8 1/2 x 11" single sided, B&W	Image	0.030
8 1/2 x 11" single sided, color to color	Image	0.030
8 1/2 x 11" single sided, color to greyscale	Image	0.030



8 1/2 x 11" double sided, B&W	Image - *1 & *2 See Notes Below	0.030
8 1/2 x 11" double sided, color to color	Image	0.030
8 1/2 x 11" double sided, color to greyscale	Image	0.030
8 1/2 x 14" double sided, color, greyscale or B/W	Image	0.030
8 1/2 x 17" double sided, color, greyscale or B/W	Image	0.030
Large		

Service:	Unit	Quantity	Price
24" x 36" color, greyscale or B/W *3	Image		0.550
36" x 36" color, greyscale or B/W	Image		0.550
48" x 48" color, greyscale or B/W	Image		0.650
Indexing	Keystroke		0.007
<b>Special Additional Handling:</b>			
Non-standard size, machine feedable	Unit		0.010
Non-standard size, not machine feedable	Unit		0.030
Non-standard size, book bound	Unit		0.050
Transportation/Shipping Options	Per Trip - Under 50 Miles		125.000
Transportation/Shipping Options	Per Trip - Over 50 Miles		195.000
Monthly Storage (15" Banker Boxes)	Month/Per Box		0.250
Destruction	Box		1.250
<b>OTHER SERVICES</b>			
Advance Document Indexing (Special Setup)	Keystroke		0.007
Document/Page Re-Build	Image		0.010
Damaged Files Re-Build	Image		0.010
Document Retrieval	1/2 Hour		15.000
Boxes (Banker Boxes)	Box		2.250
Packing, Organizing and Labeling Services	Box		1.750
Standard Labor	Hour		18.000
Advance Document Preparation	Hour		18.000
Technician/Systems Engineer	Hour		65.000
Project Manager	Hour		95.000

\*1 - Double Sided or Single Sided - Project shall be priced by Images.

\*2 - ViaTRON only bills for actual images scanned. County of Nevada will not be billed for blank pages.

\*3 - Document Preparation labor is already included. There is no extra charges







# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/06/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Independent Group Agency 21700 Oxnard Street Suite 1045 Woodland Hills, CA 91367		<b>CONTACT NAME:</b> Fred Dabiri <b>PHONE (A/C, No, Ext):</b> (818) 380-1391 <b>FAX (A/C, No):</b> (818) 290-7497 <b>E-MAIL ADDRESS:</b> fdabiri@igainsurance.com																						
<b>INSURED</b> Viatron Systems, Inc. 18233 S Hoover Street Gardena, CA 90248		<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A:</td> <td>Sentinel Insurance Company, Limited (A+Rated)</td> <td>11000</td> </tr> <tr> <td>INSURER B:</td> <td>California Automobile Insurance Company (A+Rated)</td> <td>38342</td> </tr> <tr> <td>INSURER C:</td> <td>Hartford Fire Insurance Company (A+Rated)</td> <td>19682</td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Sentinel Insurance Company, Limited (A+Rated)	11000	INSURER B:	California Automobile Insurance Company (A+Rated)	38342	INSURER C:	Hartford Fire Insurance Company (A+Rated)	19682	INSURER D:			INSURER E:			INSURER F:		
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**COVERAGES**      **CERTIFICATE NUMBER:** CL188610544      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	Y		57 SBA AV3417	10/20/2017	10/20/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y		BA040000015173	05/22/2018	05/22/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$			57 SBA AV3417	10/20/2017	10/20/2018	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE    OTH-ER E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$
C	<b>ERRORS &amp; OMISSIONS LIABILITY</b>			72 TE 0294256 18	01/25/2018	01/25/2019	EACH CLAIM 1,000,000 AGGREGATE 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The certificate holder has been named as additional insured per attached form # IH12001185, as respect to the General Liability and Per attached Endorsement # CA20481013, as respect to the Commercial Auto Liability

### CERTIFICATE HOLDER

### CANCELLATION

County of Nevada 950 Maidu Ave Nevada City, CA 95959	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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POLICY NUMBER: 57 SBA AV3417



THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - STATE/POLITICAL SUBDIVISION

RIVERSIDE COUNTY OF EDUCATION  
4383 TEQUESQUITE AVE  
RIVERSIDE, CA - 92502

CITY OF BERKELEY, ITS OFFICERS, AGENTS, VOLUNTEERS AND EMPLOYEES  
2180 MILVIA ST 3RD FLOOR  
BERKELEY, CA - 94704

STATE OF CALIFORNIA, ITS OFFICERS, EMPLOYEES AND AGENTS  
DEPARTMENT OF STATE HOSPITAL  
3102 E. HIGHLAND AVE  
PATTON, CA 92369

LOC 001 BLDG 001  
CLARK COUNTY, NEVEDA  
C/O PURCHASING AND CONTRACTS DIVISION GOVERNMENT CENTER, FOURTH FL  
500 SOUTH GRAND CENTRAL PARKWAY,  
PO BOX 551217  
LAS VEGAS, NV 89155

→ LOC 001 BLDG 001  
COUNTY OF NEVADA  
950 MAIDU AVE  
NEVADA CITY, CA 95959

POLICY NUMBER: BA040000015173

COMMERCIAL AUTO  
CA 20 48 10 13

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## DESIGNATED INSURED FOR COVERED AUTOS LIABILITY COVERAGE

This endorsement modifies insurance provided under the following:

AUTO DEALERS COVERAGE FORM  
BUSINESS AUTO COVERAGE FORM  
MOTOR CARRIER COVERAGE FORM

With respect to coverage provide by this endorsement, the provisions of the Coverage Form apply unless modified by this endorsement.

This endorsement identifies person(s) or organization(s) who are "insureds" for Covered Autos Liability Coverage under the Who Is An Insured provision of the Coverage Form. This endorsement does not alter coverage provided in the Coverage Form.

This endorsement changes the policy effective on the inception date of the policy unless another date is indicated below.

Named Insured:	VIATRON SYSTEM, INC.
Endorsement Effective Date:	5/22/2018

### SCHEDULE

Name of Person(s) Or Organization(s): COUNTY OF NEVADA 950 MAIDU AVE NEVADA CITY, CA 95959-8600
Information required to complete this Schedule, if not show above, will be shown in the Declarations.

Each person or organization shown in the Schedule is an "insured" for Covered Autos Liability Coverage, but only to the extent that person or organization qualifies as an "insured" under the Who Is An Insured provision contained in Paragraph A.1. of Section II – Covered Autos Liability Coverage in the Business Auto and Motor Carrier Coverage Forms and Paragraph D.2. of Section I – Covered Autos Coverages of the Auto Dealers Coverage Form.



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/09/2018

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<b>PRODUCER</b>  AUTOMATIC DATA PROCESSING INSURANCE AGCY INC 1 ADP BLVD MS 625 ROSELAND, NJ 07068 (877) 677-0428	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): (877) 677-0428      FAX (A/C, No): (877) 677-0430 E-MAIL ADDRESS: spbcicadp@travelers.com INSURER(S) AFFORDING COVERAGE      NAIC # INSURER A : TRAVELERS PROPERTY CASUALTY COMPANY OF AMERICA INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :
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**COVERAGES      CERTIFICATE NUMBER: 714751415291812      REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	<input type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$	
	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b>  <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$	
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$	
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	X	UB-6H27048A-17	09/08/2017	09/08/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 AS RESPECTS TO WORKERS COMPENSATION COVERAGE, WC 04 03 06 (01) WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT - CALIFORNIA HAS BEEN ATTACHED TO THE POLICY. NEVADA COUNTY IS LISTED IN THE ENDORSEMENT SCHEDULE AS A DESIGNATED PERSON OR ORGANIZATION.

<b>CERTIFICATE HOLDER</b>  NEVADA COUNTY 950 MAIDU AVE NEVADA CITY, CA 95959	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Mary Kull</i>
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**WORKERS COMPENSATION  
AND  
EMPLOYERS LIABILITY POLICY**

ENDORSEMENT WC 04 03 06 (01) -

POLICY NUMBER: (IJUB-6H27048-A-17)

**WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS  
ENDORSEMENT-CALIFORNIA**

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

THE ADDITIONAL PREMIUM FOR THIS ENDORSEMENT SHALL BE 7.0 % OF THE CALIFORNIA WORKERS' COMPENSATION PREMIUM OTHERWISE DUE ON SUCH REMUNERATION.

**SCHEDULE**

<b>PERSON OR ORGANIZATION</b>	<b>JOB DESCRIPTION</b>
NEVADA COUNTY	DOCUMENT PREPARATION & SCANNING

DATE OF ISSUE: 08-09-2018 ST ASSIGN:



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/09/2018

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<b>PRODUCER</b>  AUTOMATIC DATA PROCESSING INSURANCE AGCY INC 1 ADP BLVD MS 625 ROSELAND, NJ 07068 (877) 677-0428	<b>CONTACT NAME:</b> PHONE (A/C, No, Ext): (877) 677-0428      FAX (A/C, No): (877) 677-0430 E-MAIL: spobicadp@travelers.com ADDRESS:
<b>INSURED</b> VIATRON SYSTEMS INC 18233 HOOVER ST GARDENA, CA 90248	<b>INSURER(S) AFFORDING COVERAGE</b> <b>NAIC #</b> INSURER A : TRAVELERS PROPERTY CASUALTY COMPANY OF AMERICA INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

**COVERAGES**      **CERTIFICATE NUMBER: 714751415291812**      **REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A	X	UB-6H27048A-17	09/08/2017	09/08/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E L EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E L DISEASE - POLICY LIMIT \$1,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 AS RESPECTS TO WORKERS COMPENSATION COVERAGE, WC 04 03 06 (01) WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT - CALIFORNIA HAS BEEN ATTACHED TO THE POLICY. NEVADA COUNTY IS LISTED IN THE ENDORSEMENT SCHEDULE AS A DESIGNATED PERSON OR ORGANIZATION.

<b>CERTIFICATE HOLDER</b>  NEVADA COUNTY 950 MAIDU AVE NEVADA CITY, CA 95959	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Mary Wickelma</i>
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**WORKERS COMPENSATION  
AND  
EMPLOYERS LIABILITY POLICY**

**ENDORSEMENT WC 04 03 06 (01) -**

**POLICY NUMBER: (IJUB-6H27048-A-17)**

**WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS  
ENDORSEMENT-CALIFORNIA**

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

You must maintain payroll records accurately segregating the remuneration of your employees while engaged in the work described in the Schedule.

THE ADDITIONAL PREMIUM FOR THIS ENDORSEMENT SHALL BE 7.0 % OF THE CALIFORNIA WORKERS' COMPENSATION PREMIUM OTHERWISE DUE ON SUCH REMUNERATION.

**SCHEDULE**

<b>PERSON OR ORGANIZATION</b>	<b>JOB DESCRIPTION</b>
NEVADA COUNTY	DOCUMENT PREPARATION & SCANNING

DATE OF ISSUE: 08-09-2018    ST ASSIGN: