

AGREEMENT

36134

THIS AGREEMENT is made and entered, in duplicate, as of October 22, 2021, for reference purposes only, pursuant to a minute order adopted by the City Council of the City of Long Beach at its meeting on October 19, 2021, by and between THE LITTLE LION FOUNDATION, a California nonprofit ("Consultant"), with a place of business at 1179 E. Wardlow Road, Long Beach, California 90807, and the CITY OF LONG BEACH, a municipal corporation ("City").

WHEREAS, City requires specialized services requiring unique skills to be performed in connection with operating and managing a Kitten Nursery to nurse Long Beach Animal Care Services provided kittens through to adoptable health and age ("Project"); and

WHEREAS, City has selected Consultant in accordance with City's administrative procedures and City has determined that Consultant and its employees are qualified, licensed, if so required, and experienced in performing these specialized services; and

WHEREAS, City desires to have Consultant perform these specialized services, and Consultant is willing and able to do so on the terms and conditions in this Agreement;

NOW, THEREFORE, in consideration of the mutual terms, covenants, and conditions in this Agreement, the parties agree as follows:

1. SCOPE OF WORK OR SERVICES.

A. Consultant shall furnish specialized services more particularly described in Exhibit "A", attached to this Agreement and incorporated by this reference, in accordance with the standards of the profession, and City shall pay for these services in the manner described below, in an annual amount not to exceed Fifty Thousand Dollars (\$50,000), at the rates or charges shown in Exhibit "B".

B. The City's obligation to pay the sum stated above for any one

1 fiscal year shall be contingent upon the City Council of the City appropriating the
2 necessary funds for such payment by the City in each fiscal year during the term of
3 this Agreement. For the purposes of this Section, a fiscal year commences on
4 October 1 of the year and continues through September 30 of the following year. In
5 the event that the City Council of the City fails to appropriate the necessary funds
6 for any fiscal year, then, and in that event, the Agreement will terminate at no
7 additional cost or obligation to the City.

8 C. Consultant may select the time and place of performance for
9 these services; provided, however, that access to City documents, records and the
10 like, if needed by Consultant, shall be available only during City's normal business
11 hours and provided that milestones for performance, if any, are met.

12 D. Consultant has requested to receive regular payments. City
13 shall pay Consultant in due course of payments following receipt from Consultant
14 and approval by City of invoices showing the services or task performed, the time
15 expended (if billing is hourly), and the name of the Project. Consultant shall certify
16 on the invoices that Consultant has performed the services in full conformance with
17 this Agreement and is entitled to receive payment. Each invoice shall be
18 accompanied by a progress report indicating the progress to date of services
19 performed and covered by the invoice, including a brief statement of any Project
20 problems and potential causes of delay in performance, and listing those services
21 that are projected for performance by Consultant during the next invoice cycle.
22 Where billing is done and payment is made on an hourly basis, the parties
23 acknowledge that this arrangement is either customary practice for Consultant's
24 profession, industry or business, or is necessary to satisfy audit and legal
25 requirements which may arise due to the fact that City is a municipality.

26 E. Consultant represents that Consultant has obtained all
27 necessary information on conditions and circumstances that may affect its
28 performance and has conducted site visits, if necessary.

1 F. CAUTION: Consultant shall not begin work until this
2 Agreement has been signed by both parties and until Consultant's evidence of
3 insurance has been delivered to and approved by City.

4 2. TERM. The term of this Agreement shall commence on January 1,
5 2021, and shall terminate at 11:59 p.m. on December 31, 2022, unless sooner terminated
6 as provided in this Agreement, or unless the services or the Project is completed sooner.
7 The term may be extended for three (3) additional one-year periods, at the discretion of
8 the City Manager.

9 3. COORDINATION AND ORGANIZATION.

10 A. Consultant shall coordinate its performance with City's
11 representative, if any, named in Exhibit "C", attached to this Agreement and
12 incorporated by this reference. Consultant shall advise and inform City's
13 representative of the work in progress on the Project in sufficient detail so as to
14 assist City's representative in making presentations and in holding meetings on the
15 Project. City shall furnish to Consultant information or materials, if any, described
16 in Exhibit "D", attached to this Agreement and incorporated by this reference, and
17 shall perform any other tasks described in the Exhibit.

18 B. The parties acknowledge that a substantial inducement to City
19 for entering this Agreement was and is the reputation and skill of Consultant's key
20 employee, named in Exhibit "E" attached to this Agreement and incorporated by this
21 reference. City shall have the right to approve any person proposed by Consultant
22 to replace that key employee.

23 4. INDEPENDENT CONTRACTOR. In performing its services,
24 Consultant is and shall act as an independent contractor and not an employee,
25 representative or agent of City. Consultant shall have control of Consultant's work and the
26 manner in which it is performed. Consultant shall be free to contract for similar services to
27 be performed for others during this Agreement; provided, however, that Consultant acts in
28 accordance with Section 9 and Section 11 of this Agreement. Consultant acknowledges

1 and agrees that (a) City will not withhold taxes of any kind from Consultant's compensation;
2 (b) City will not secure workers' compensation or pay unemployment insurance to, for or
3 on Consultant's behalf; and (c) City will not provide and Consultant is not entitled to any of
4 the usual and customary rights, benefits or privileges of City employees. Consultant
5 expressly warrants that neither Consultant nor any of Consultant's employees or agents
6 shall represent themselves to be employees or agents of City.

7 5. INSURANCE.

8 A. As a condition precedent to the effectiveness of this
9 Agreement, Consultant shall procure and maintain, at Consultant's expense for the
10 duration of this Agreement, from insurance companies that are admitted to write
11 insurance in California and have ratings of or equivalent to A:V by A.M. Best
12 Company or from authorized non-admitted insurance companies subject to Section
13 1763 of the California Insurance Code and that have ratings of or equivalent to A:VIII
14 by A.M. Best Company, the following insurance:

15 i. Commercial general liability insurance (equivalent in
16 scope to ISO form CG 00 01 11 85 or CG 00 01 10 93) in an amount not less
17 than One Million Dollars (\$1,000,000.00) per each occurrence and Two
18 Million Dollars (\$2,000,000.00) general aggregate. This coverage shall
19 include but not be limited to broad form contractual liability, cross liability,
20 independent contractors liability, and products and completed operations
21 liability. City, its boards and commissions, and their officials, employees and
22 agents shall be named as additional insureds by endorsement (on City's
23 endorsement form or on an endorsement equivalent in scope to ISO form CG
24 20 10 11 85 or CG 20 26 11 85 or both CG 20 10 07 04 and CG 20 37 07 04
25 or both CG 20 33 07 04 and CG 20 37 07 04), and this insurance shall contain
26 no special limitations on the scope of protection given to City, its boards and
27 commissions, and their officials, employees and agents. This policy shall be
28 endorsed to state that the insurer waives its right of subrogation against City,

1 its boards and commissions, and their officials, employees and agents.

2 ii. Workers' Compensation insurance as required by the
3 California Labor Code and employer's liability insurance in an amount not
4 less than One Million Dollars (\$1,000,000.00). This policy shall be endorsed
5 to state that the insurer waives its right of subrogation against City, its boards
6 and commissions, and their officials, employees and agents.

7 iii. Only if applicable, Veterinary professional liability or
8 errors and omissions insurance in an amount not less than One Million
9 Dollars (\$1,000,000.00) per claim.

10 iv. Only if applicable (i.e., if use of a vehicle is part of the
11 scope of services), commercial automobile liability insurance (equivalent in
12 scope to ISO form CA 00 01 06 92), covering Auto Symbol 1 (Any Auto) in
13 an amount not less than Five Hundred Thousand Dollars (\$500,000.00)
14 combined single limit per accident.

15 B. Any self-insurance program, self-insured retention, or
16 deductible must be separately approved in writing by City's Risk Manager or
17 designee and shall protect City, its officials, employees and agents in the same
18 manner and to the same extent as they would have been protected had the policy
19 or policies not contained retention or deductible provisions.

20 C. Each insurance policy shall be endorsed to state that coverage
21 shall not be reduced, non-renewed or canceled except after thirty (30) days prior
22 written notice to City, shall be primary and not contributing to any other insurance
23 or self-insurance maintained by City, and shall be endorsed to state that coverage
24 maintained by City shall be excess to and shall not contribute to insurance or self-
25 insurance maintained by Consultant. Consultant shall notify City in writing within
26 five (5) days after any insurance has been voided by the insurer or cancelled by the
27 insured.

28 D. If this coverage is written on a "claims made" basis, it must

1 provide for an extended reporting period of not less than one hundred eighty (180)
2 days, commencing on the date this Agreement expires or is terminated, unless
3 Consultant guarantees that Consultant will provide to City evidence of uninterrupted,
4 continuing coverage for a period of not less than three (3) years, commencing on
5 the date this Agreement expires or is terminated.

6 E. Consultant shall require that all subconsultants or contractors
7 that Consultant uses in the performance of these services maintain insurance in
8 compliance with this Section unless otherwise agreed in writing by City's Risk
9 Manager or designee.

10 F. Prior to the start of performance, Consultant shall deliver to City
11 certificates of insurance and the endorsements for approval as to sufficiency and
12 form. In addition, Consultant shall, within thirty (30) days prior to expiration of the
13 insurance, furnish to City certificates of insurance and endorsements evidencing
14 renewal of the insurance. City reserves the right to require complete certified copies
15 of all policies of Consultant and Consultant's subconsultants and contractors, at any
16 time. Consultant shall make available to City's Risk Manager or designee all books,
17 records and other information relating to this insurance, during normal business
18 hours.

19 G. Any modification or waiver of these insurance requirements
20 shall only be made with the approval of City's Risk Manager or designee. Not more
21 frequently than once a year, City's Risk Manager or designee may require that
22 Consultant, Consultant's subconsultants and contractors change the amount, scope
23 or types of coverages required in this Section if, in his or her sole opinion, the
24 amount, scope or types of coverages are not adequate.

25 H. The procuring or existence of insurance shall not be construed
26 or deemed as a limitation on liability relating to Consultant's performance or as full
27 performance of or compliance with the indemnification provisions of this Agreement.

28 6. ASSIGNMENT AND SUBCONTRACTING. This Agreement

1 contemplates the personal services of Consultant and Consultant's employees, and the
2 parties acknowledge that a substantial inducement to City for entering this Agreement was
3 and is the professional reputation and competence of Consultant and Consultant's
4 employees. Consultant shall not assign its rights or delegate its duties under this
5 Agreement, or any interest in this Agreement, or any portion of it, without the prior approval
6 of City, except that Consultant may with the prior approval of the City Manager of City,
7 assign any moneys due or to become due Consultant under this Agreement. Any
8 attempted assignment or delegation shall be void, and any assignee or delegate shall
9 acquire no right or interest by reason of an attempted assignment or delegation.
10 Furthermore, Consultant shall not subcontract any portion of its performance without the
11 prior approval of the City Manager or designee, or substitute an approved subconsultant
12 or contractor without approval prior to the substitution. Nothing stated in this Section shall
13 prevent Consultant from employing as many employees as Consultant deems necessary
14 for performance of this Agreement.

15 7. CONFLICT OF INTEREST. Consultant, by executing this Agreement,
16 certifies that, at the time Consultant executes this Agreement and for its duration,
17 Consultant does not and will not perform services for any other client which would create
18 a conflict, whether monetary or otherwise, as between the interests of City and the interests
19 of that other client. Consultant further certifies that Consultant does not now have and shall
20 not acquire any interest, direct or indirect, in the area covered by this Agreement or any
21 other source of income, interest in real property or investment which would be affected in
22 any manner or degree by the performance of Consultant's services hereunder. And,
23 Consultant shall obtain similar certifications from Consultant's employees, subconsultants
24 and contractors.

25 8. MATERIALS. Consultant shall furnish all labor and supervision,
26 supplies, materials, tools, machinery, equipment, appliances, transportation and services
27 necessary to or used in the performance of Consultant's obligations under this Agreement,
28 except as stated in Exhibit "D".

1 9. OWNERSHIP OF DATA. All materials, information and data
2 prepared, developed or assembled by Consultant or furnished to Consultant in connection
3 with this Agreement, including but not limited to documents, estimates, calculations,
4 studies, maps, graphs, charts, computer disks, computer source documentation, samples,
5 models, reports, summaries, drawings, designs, notes, plans, information, material and
6 memorandum (“Data”) shall be the exclusive property of City. Data shall be given to City,
7 in a format identified by City, and City shall have the unrestricted right to use and disclose
8 the Data in any manner and for any purpose without payment of further compensation to
9 Consultant. Copies of Data may be retained by Consultant but Consultant warrants that
10 Data shall not be made available to any person or entity for use without the prior approval
11 of City. This warranty shall survive termination of this Agreement for five (5) years.

12 10. TERMINATION. Either party shall have the right to terminate this
13 Agreement for any reason or no reason at any time by giving thirty (30) calendar days prior
14 written notice to the other party. In the event of termination under this Section, City shall
15 pay Consultant for services satisfactorily performed and costs incurred up to the effective
16 date of termination for which Consultant has not been previously paid. The procedures for
17 payment in Section 1.B. with regard to invoices shall apply. On the effective date of
18 termination, Consultant shall deliver to City all Data developed or accumulated in the
19 performance of this Agreement, whether in draft or final form, or in process. And,
20 Consultant acknowledges and agrees that City’s obligation to make final payment is
21 conditioned on Consultant’s delivery of the Data to City.

22 11. CONFIDENTIALITY. Consultant shall keep all Data confidential and
23 shall not disclose the Data or use the Data directly or indirectly, other than in the course of
24 performing its services, during the term of this Agreement and for five (5) years following
25 expiration or termination of this Agreement. In addition, Consultant shall keep confidential
26 all information, whether written, oral or visual, obtained by any means whatsoever in the
27 course of performing its services for the same period of time. Consultant shall not disclose
28 any or all of the Data to any third party, or use it for Consultant's own benefit or the benefit

1 of others except for the purpose of this Agreement.

2 12. BREACH OF CONFIDENTIALITY. Consultant shall not be liable for
3 a breach of confidentiality with respect to Data that: (a) Consultant demonstrates
4 Consultant knew prior to the time City disclosed it; or (b) is or becomes publicly available
5 without breach of this Agreement by Consultant; or (c) a third party who has a right to
6 disclose does so to Consultant without restrictions on further disclosure; or (d) must be
7 disclosed pursuant to subpoena or court order.

8 13. ADDITIONAL COSTS AND REDESIGN.

9 A. Any costs incurred by City due to Consultant's failure to meet
10 the standards required by the scope of work or Consultant's failure to perform fully
11 the tasks described in the scope of work which, in either case, causes City to request
12 that Consultant perform again all or part of the Scope of Work shall be at the sole
13 cost of Consultant and City shall not pay any additional compensation to Consultant
14 for its re-performance.

15 B. If the Project involves construction and the scope of work
16 requires Consultant to prepare plans and specifications with an estimate of the cost
17 of construction, then Consultant may be required to modify the plans and
18 specifications, any construction documents relating to the plans and specifications,
19 and Consultant's estimate, at no cost to City, when the lowest bid for construction
20 received by City exceeds by more than ten percent (10%) Consultant's estimate.
21 This modification shall be submitted in a timely fashion to allow City to receive new
22 bids within four (4) months after the date on which the original plans and
23 specifications were submitted by Consultant.

24 14. AMENDMENT. This Agreement, including all Exhibits, shall not be
25 amended, nor any provision or breach waived, except in writing signed by the parties which
26 expressly refers to this Agreement.

27 15. LAW. This Agreement shall be construed in accordance with the laws
28 of the State of California, and the venue for any legal actions brought by any party with

1 respect to this Agreement shall be the County of Los Angeles, State of California for state
2 actions and the Central District of California for any federal actions. Consultant shall cause
3 all work performed in connection with construction of the Project to be performed in
4 compliance with (1) all applicable laws, ordinances, rules and regulations of federal, state,
5 county or municipal governments or agencies (including, without limitation, all applicable
6 federal and state labor standards, including the prevailing wage provisions of sections 1770
7 *et seq.* of the California Labor Code); and (2) all directions, rules and regulations of any fire
8 marshal, health officer, building inspector, or other officer of every governmental agency
9 now having or hereafter acquiring jurisdiction.

10 16. ENTIRE AGREEMENT. This Agreement, including all Exhibits,
11 constitutes the entire understanding between the parties and supersedes all other
12 agreements, oral or written, with respect to the subject matter in this Agreement.

13 17. INDEMNITY.

14 A. Consultant shall indemnify, protect and hold harmless City, its
15 Boards, Commissions, and their officials, employees and agents ("Indemnified
16 Parties"), from and against any and all liability, claims, demands, damage, loss,
17 obligations, causes of action, proceedings, awards, fines, judgments, penalties,
18 costs and expenses, arising or alleged to have arisen, in whole or in part, out of or
19 in connection with (1) Consultant's breach or failure to comply with any of its
20 obligations contained in this Agreement, including any obligations arising from the
21 Project's compliance with or failure to comply with applicable laws, including all
22 applicable federal and state labor requirements including, without limitation, the
23 requirements of California Labor Code section 1770 *et seq.* or (2) negligent or willful
24 acts, errors, omissions or misrepresentations committed by Consultant, its officers,
25 employees, agents, subcontractors, or anyone under Consultant's control, in the
26 performance of work or services under this Agreement (collectively "Claims" or
27 individually "Claim").

28 B. In addition to Consultant's duty to indemnify, Consultant shall

1 have a separate and wholly independent duty to defend Indemnified Parties at
2 Consultant's expense by legal counsel approved by City, from and against all
3 Claims, and shall continue this defense until the Claims are resolved, whether by
4 settlement, judgment or otherwise. No finding or judgment of negligence, fault,
5 breach, or the like on the part of Consultant shall be required for the duty to defend
6 to arise. City shall notify Consultant of any Claim, shall tender the defense of the
7 Claim to Consultant, and shall assist Consultant, as may be reasonably requested,
8 in the defense.

9 C. If a court of competent jurisdiction determines that a Claim was
10 caused by the sole negligence or willful misconduct of Indemnified Parties,
11 Consultant's costs of defense and indemnity shall be (1) reimbursed in full if the
12 court determines sole negligence by the Indemnified Parties, or (2) reduced by the
13 percentage of willful misconduct attributed by the court to the Indemnified Parties.

14 D. The provisions of this Section shall survive the expiration or
15 termination of this Agreement.

16 18. AMBIGUITY. In the event of any conflict or ambiguity between this
17 Agreement and any Exhibit, the provisions of this Agreement shall govern.

18 19. FORCE MAJEURE. If any party fails to perform its obligations
19 because of strikes, lockouts, labor disputes, embargoes, acts of God, inability to obtain
20 labor or materials or reasonable substitutes for labor materials, governmental restrictions,
21 governmental regulations, governmental controls, judicial orders, enemy or hostile
22 governmental action, pandemic, civil commotion, fire or other casualty, or other causes
23 beyond the reasonable control of the party obligated to perform, then that party's
24 performance will be excused for a period equal to the period of such cause for failure to
25 perform.

26 20. NONDISCRIMINATION.

27 A. In connection with performance of this Agreement and subject
28 to applicable rules and regulations, Consultant shall not discriminate against any

1 employee or applicant for employment because of race, religion, national origin,
2 color, age, sex, sexual orientation, gender identity, AIDS, HIV status, handicap or
3 disability. Consultant shall ensure that applicants are employed, and that
4 employees are treated during their employment, without regard to these bases.
5 These actions shall include, but not be limited to, the following: employment,
6 upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or
7 termination; rates of pay or other forms of compensation; and selection for training,
8 including apprenticeship.

9 B. It is the policy of City to encourage the participation of
10 Disadvantaged, Minority and Women-Owned Business Enterprises in City's
11 procurement process, and Consultant agrees to use its best efforts to carry out this
12 policy in its use of subconsultants and contractors to the fullest extent consistent
13 with the efficient performance of this Agreement. Consultant may rely on written
14 representations by subconsultants and contractors regarding their status.
15 Consultant shall report to City in May and in December or, in the case of short-term
16 agreements, prior to invoicing for final payment, the names of all subconsultants
17 and contractors hired by Consultant for this Project and information on whether or
18 not they are a Disadvantaged, Minority or Women-Owned Business Enterprise, as
19 defined in Section 8 of the Small Business Act (15 U.S.C. Sec. 637).

20 21. EQUAL BENEFITS ORDINANCE. Unless otherwise exempted in
21 accordance with the provisions of the Ordinance, this Agreement is subject to the
22 applicable provisions of the Equal Benefits Ordinance (EBO), section 2.73 et seq. of the
23 Long Beach Municipal Code, as amended from time to time.

24 A. During the performance of this Agreement, the Consultant
25 certifies and represents that the Consultant will comply with the EBO. The
26 Consultant agrees to post the following statement in conspicuous places at its place
27 of business available to employees and applicants for employment:
28

1 “During the performance of a contract with the City of Long Beach, the
2 Consultant will provide equal benefits to employees with spouses and its
3 employees with domestic partners. Additional information about the City of
4 Long Beach’s Equal Benefits Ordinance may be obtained from the City of
5 Long Beach Business Services Division at 562-570-6200.”

6 B. The failure of the Consultant to comply with the EBO will be
7 deemed to be a material breach of the Agreement by the City.

8 C. If the Consultant fails to comply with the EBO, the City may
9 cancel, terminate or suspend the Agreement, in whole or in part, and monies due or
10 to become due under the Agreement may be retained by the City. The City may
11 also pursue any and all other remedies at law or in equity for any breach.

12 D. Failure to comply with the EBO may be used as evidence
13 against the Consultant in actions taken pursuant to the provisions of Long Beach
14 Municipal Code 2.93 et seq., Contractor Responsibility.

15 E. If the City determines that the Consultant has set up or used its
16 contracting entity for the purpose of evading the intent of the EBO, the City may
17 terminate the Agreement on behalf of the City. Violation of this provision may be
18 used as evidence against the Consultant in actions taken pursuant to the provisions
19 of Long Beach Municipal Code Section 2.93 et seq., Contractor Responsibility.

20 22. NOTICES. Any notice or approval required by this Agreement shall
21 be in writing and personally delivered or deposited in the U.S. Postal Service, first class,
22 postage prepaid, addressed to Consultant at the address first stated above, and to City at
23 411 West Ocean Boulevard, Long Beach, California 90802, Attn: City Manager, with a copy
24 to the City Engineer at the same address. Notice of change of address shall be given in
25 the same manner as stated for other notices. Notice shall be deemed given on the date
26 deposited in the mail or on the date personal delivery is made, whichever occurs first.

27 23. COPYRIGHTS AND PATENT RIGHTS.

28 A. Consultant shall place the following copyright protection on all

1 Data: © City of Long Beach, California _____, inserting the appropriate year.

2 B. City reserves the exclusive right to seek and obtain a patent or
3 copyright registration on any Data or other result arising from Consultant's
4 performance of this Agreement. By executing this Agreement, Consultant assigns
5 any ownership interest Consultant may have in the Data to City.

6 C. Consultant warrants that the Data does not violate or infringe
7 any patent, copyright, trade secret or other proprietary right of any other party.
8 Consultant agrees to and shall protect, defend, indemnify and hold City, its officials
9 and employees harmless from any and all claims, demands, damages, loss, liability,
10 causes of action, costs or expenses (including reasonable attorney's fees) whether
11 or not reduced to judgment, arising from any breach or alleged breach of this
12 warranty.

13 24. COVENANT AGAINST CONTINGENT FEES. Consultant warrants
14 that Consultant has not employed or retained any entity or person to solicit or obtain this
15 Agreement and that Consultant has not paid or agreed to pay any entity or person any fee,
16 commission or other monies based on or from the award of this Agreement. If Consultant
17 breaches this warranty, City shall have the right to terminate this Agreement immediately
18 notwithstanding the provisions of Section 10 or, in its discretion, to deduct from payments
19 due under this Agreement or otherwise recover the full amount of the fee, commission or
20 other monies.

21 25. WAIVER. The acceptance of any services or the payment of any
22 money by City shall not operate as a waiver of any provision of this Agreement or of any
23 right to damages or indemnity stated in this Agreement. The waiver of any breach of this
24 Agreement shall not constitute a waiver of any other or subsequent breach of this
25 Agreement.

26 26. CONTINUATION. Termination or expiration of this Agreement shall
27 not affect rights or liabilities of the parties which accrued pursuant to Sections 7, 10, 11,
28 16, 18, 21 and 27 prior to termination or expiration of this Agreement.

1 27. TAX REPORTING. As required by federal and state law, City is
2 obligated to and will report the payment of compensation to Consultant on Form 1099-
3 Misc. Consultant shall be solely responsible for payment of all federal and state taxes
4 resulting from payments under this Agreement. Consultant shall submit Consultant's
5 Employer Identification Number (EIN), or Consultant's Social Security Number if
6 Consultant does not have an EIN, in writing to City's Accounts Payable, Department of
7 Financial Management. Consultant acknowledges and agrees that City has no obligation
8 to pay Consultant until Consultant provides one of these numbers.

9 28. ADVERTISING. Consultant shall not use the name of City, its officials
10 or employees in any advertising or solicitation for business or as a reference, without the
11 prior approval of the City Manager or designee.

12 29. AUDIT. City shall have the right at all reasonable times during the
13 term of this Agreement and for a period of five (5) years after termination or expiration of
14 this Agreement to examine, audit, inspect, review, extract information from and copy all
15 books, records, accounts and other documents of Consultant relating to this Agreement.

16 30. THIRD PARTY BENEFICIARY. This Agreement is not intended or
17 designed to or entered for the purpose of creating any benefit or right for any person or
18 entity of any kind that is not a party to this Agreement.

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OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
411 West Ocean Boulevard, 9th Floor
Long Beach, CA 90802-4664

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IN WITNESS WHEREOF, the parties have caused this document to be duly executed with all formalities required by law as of the date first stated above.

THE LITTLE LION FOUNDATION, a California nonprofit

November 30, 2021

By Claudia Otis
Name Claudia Otis
Title FOUNDER, CEO

_____, 2021

By _____
Name _____
Title _____

"Consultant"

CITY OF LONG BEACH, a municipal corporation

December 6, 2021

By Linda J. Jabron
City Manager

"City"

EXECUTED PURSUANT
TO SECTION 301 OF
THE CITY CHARTER.

This Agreement is approved as to form on November 30, 2021.

CHARLES PARKIN, City Attorney

By Chris L.
Deputy

EXHIBIT “A”

Scope of Work

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OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
411 West Ocean Boulevard, 9th Floor
Long Beach, CA 90802-4664

EXHIBIT A
LITTLE LION FOUNDATION
SCOPE OF WORK

The Little Lion Foundation (LLF) is a nonprofit organization that operates and manages a Kitten Nursery with the purpose of providing life-saving services to kittens eight weeks and younger. LLF nurses kittens from Long Beach Animal Care Services (LBACS) through adoption. A goal is to increase the live release rate for cats, as cats are one of the largest groups of animals euthanized every year in animal shelters across the United States.

LLF Nursery will be responsible for all funding, staff, volunteers, the location, rent, equipment, medical care, and supplies, etc., using best practices to operate and maintain the Kitten Nursery, in any location, in a manner acceptable to LBACS. LBACS-impounded stray and abandoned kittens, generally under eight weeks old, will be evaluated by LBACS, and those selected for the Kitten Nursery will be transferred to care of the LLF as quickly as possible after examination and vaccination, if age appropriate, by LBACS. LLF will accept ownership and will pick up kittens from LBACS and transport them to the Kitten Nursery, or to a veterinary hospital for care, if needed. LBACS will provide a voucher to have the kittens spayed and neutered for each kitten being adopted. LLF shall have the right to refuse to accept any kittens selected by LBACS for any reason.

- Term: Two-years, January 1, 2021 through December 31, 2022.
- Options to Renew: Upon agreement by all parties and available LBACS funding, the contract may be renewed on an annual basis through December 31, 2025, as approved by the City Manager, or designee.
- LLF: Will accept the underage and unweaned kittens from LBACS and provide enough volunteers and/or staff to ensure appropriate level of care is provided to all kittens and utilize best practices and efforts to provide appropriate medical treatment, care and feeding to the underage and unweaned kittens housed in the nursery. LLF will maintain detailed records for each individual kitten and allow LBACS to inspect such records upon request. LLF will find appropriate humane placement such as foster, transfer to another rescue or adoption for each kitten.
- Standard of Care: LLF shall use and maintain standards compatible with the *Association of Shelter Veterinarian's Guidelines for Standards of Care in Animal Shelters* for the housing and care of the kittens.
- Recording Keeping and Reporting: LLF shall maintain detailed records for all kittens cared for by LLF and allow LBACS to inspect such records immediately upon request. The LLF records shall include at a minimum, a picture and

description of each kitten, feeding log, weight gain/loss, vaccinations, medical treatment, and outcome (i.e. died, transferred to another rescue, sent to foster family, adopted, etc.). On a quarterly basis ending March 31, June 30, September 30 and December 31, LLF shall provide a report to LBACS showing number of LBACS-provided kittens cared for and their outcome. LLF and LBACS shall each appoint a representative(s) with appropriate knowledge and decision-making authority to attend meetings as needed.

- Publicity: Where possible, LBACS shall assist LLF with the promotion, marketing, adoption and placement of kittens once they are suitable for adoption. LLF and LBACS, shall not use the other party's name, marks or logos in any advertising, promotional material, press release, publication, public announcements, or through other media, whether written or oral, without the prior written consent of the other parties.
- Permits: LLF shall be responsible to obtain and pay for all required City permits, and any other permits that may be required for their operation.
- Notice of Cancellation: The contract is binding; however, any party may cancel the contract with a 30-day advance written notice to the other party.
- Insurance: LLF shall provide insurance coverage as required and approved by the City's Risk Manager.

EXHIBIT “B”

Rates or Charges

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OFFICE OF THE CITY ATTORNEY
CHARLES PARKIN, City Attorney
411 West Ocean Boulevard, 9th Floor
Long Beach, CA 90802-4664

EXHIBIT B
LITTLE LION FOUNDATION
PAYMENT

The Little Lion Foundation (LLF) is a nonprofit organization that operates and manages a Kitten Nursery under the partnership with the purpose of providing life-saving services to stray or abandoned kittens that are too young to feed themselves or too ill for adoption. LLF nurses kittens from Long Beach Animal Care Services (LBACS) through adoption. A goal is to increase the live release rate for cats, as cats are one of the largest groups of animals euthanized every year in animal shelters across the United States.

- LBACS Payment to LLF: In exchange for the care of the LBACS-provided kittens, LBACS shall pay \$100 per LBACS-provided and vaccinated kitten to LLF to cover all care for LBACS-provided kittens. Care may include vaccinations, medications, or illness and injury treatment, kitten food and supplies for the LBACS provided kittens, as well as the operation and maintenance of the LLF-operated Kitten Nursery. LBACS will not reimburse LLF for any expenses related to the Kitten Nursery (i.e., kitten care, rent, insurance, utilities, equipment, staff costs, etc.) beyond the \$100 per kitten. Other than the \$100 payment, no other fees shall be charged by LBACS to LLF, nor LLF to LBACS. LLF shall bill LBACS by the 15th of the month for the previous month for LBACS-provided kittens. Should LBACS funding not be available, LBACS shall attempt to identify additional funding to continue to pay for LBACS-provided kittens throughout the term of the contract. Should funding not be available, and/or no additional funding identified, LBACS reserves the right to discontinue their funding for LBACS-provided kittens upon 30-days written notice.

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EXHIBIT “C”

City’s Representative:

Staycee Dains, Manager,

Animal Care Services

562-570-3051

EXHIBIT "D"

Materials/Information Furnished: None

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EXHIBIT “E”

Consultant’s Key Employee:

Ms. Claudia Otis, Manager
Little Lion Foundation
562-212-4411