

**AGREEMENT FOR SERVICES
BY AND BETWEEN**

**WOODBURY COUNTY IOWA
AND
THE CTK GROUP**

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01/28/16

- 1.) IDENTIFICATION OF PARTIES. This agreement is entered into by and between Woodbury County Homeland Security (Law Enforcement Intelligence Network Region 1 Information Sharing Office) hereinafter referred to as LEIN RISO 1; and The CTK Group, hereinafter referred to as the VENDOR.
- 2.) STATEMENT OF PURPOSE. WHEREAS, LEIN RISO 1 desires to contract with the VENDOR and the VENDOR has the ability to perform such services and WHEREAS, it is the desire of both parties to establish expectations and a deadline for completing the services; THEREFORE, the parties hereto do agree as follows:
- 3.) STATEMENT OF WORK AND SERVICES. The VENDOR hereby agrees to provide a three day training session on June 16-18 2014.

OUTLINE OF WORK. In support of the IA-Regional Information Sharing Office, the VENDOR will present a three day "Tactical Interview & Interrogation" course to up to 50 law enforcement personnel. The training will address gathering intelligence and admissions from the terrorism suspect.

44 CFR 13.36 (7)

- 4.) COMMITMENTS. Both parties agree that all goods and services to be received will be satisfactorily completed by 06-18-2014.

COST AND PAYMENT

For performing the services, LEIN RISO 1 shall pay the VENDOR an amount of \$300.00 per student. At the VENDOR's discretion, LEIN RISO 1 may be requested to pay miscellaneous and incidental expenses for members of the VENDOR's staff should their services be required to assist the VENDOR in fulfillment of this contract.

The VENDOR will be responsible for their travel arrangements including transportation, meals, and housing.

The VENDOR will be responsible for receiving and maintaining the registrations. Prior to May 1, 2014; registrations will be limited to LEIN Region 1 law enforcement personnel, with a maximum of three individuals per agency. After May 1, 2014, the enrollment will be expanded to the rest of the state of Iowa and the bordering agencies within Nebraska, South Dakota, and Minnesota.

LEIN RISO 1 will be responsible for payment from their Intelligence and Information Sharing 2012 State Homeland Security grant funding. Payment is subject to funding from Iowa under the federal Homeland Security Grant Program. Payment will be made within 30 days after the training.

The cost and payment of the goods and services required under this contract are compliant with federal regulation 2 CFR 225.

RIGHTS IN DATA AND COPYRIGHTS

All data produced as a part of this contract may be used by Woodbury County in meetings, duplicated and disclosure by Woodbury County and will become the property of Woodbury County. Any patent rights with respect to any discovery or invention which arises or is developed in the course of or under this contract belong to Woodbury County.

Reference: 44 CFR 13.36 (9) and 44 CFR 13.36 (8)

EXAMINATION OF RECORDS

Woodbury County the State of Iowa, the Federal Government Comptroller General, or any of their representatives shall have access to any books, documents, papers and records of the VENDOR which are directly pertinent to the grantee contract for the purpose of making audit, examination, excerpts, and transcriptions. The VENDOR shall retain all required records for three years after State of Iowa or Woodbury County make final payments and all other pending matters are closed.

Reference: 44 CFR 13.36 (10) and 44 CFR 13.36 (11)

5) TERMINATION LEIN RISO 1

LEIN RISO 1 may, by sixty days written notice to the VENDOR, terminate this agreement in whole or in part at any time, for LEIN RISO 1's convenience, or because of the failure of the VENDOR to fulfill his obligations under the contract. If termination is due to the failure of the VENDOR to fulfill his obligations, the notice shall stipulate the laws, rules or regulations that have been violated and the date that the VENDOR was advised of said violation(s).

Upon receipt of such notice, the VENDOR shall:

1. Immediately discontinue all services affected (unless the notice directs otherwise), and
2. Deliver to Woodbury County all data, drawings, specifications, as may have been accumulated by the VENDOR in performing this contract, whether completed or in progress.

Reference: 44 CFR 13.36 (2) and 44 CFR 13.36 (1)

6) TERMINATION BY VENDOR

If this contract is NOT executed and in place within 60 days prior to the scheduled presentation dates, the VENDOR reserves the right to free this date for the scheduling of other engagements. LEIN RISO1 may cancel the contact up to 60 days prior to the engagement date without any penalties. If the engagement is canceled by LEIN RISO1 after this designated time, LEIN RISO 1 will be liable for one-half of the agreed honorarium.

The VENDOR may terminate this contract within thirty days providing written notice to LEIN RISO 1 for failure in compliance with laws, rules or regulations of HSEMD, the State of Iowa or the U.S. Department of Homeland Security in carrying out the Contract. This notice shall stipulate the laws, rules or regulations that have been violated and the date the VENDOR advised LEIN RISO 1 of said violation(s).

7) AMENDMENTS

No amendments to this Agreement shall be enforceable unless it is in writing and signed by all parties.

IN WITNESS THEREFORE, the parties hereto have executed this agreement on the day and year specified below.

LEIN RISO 1

Woodbury County, Iowa
Homeland Security
LEIN Region 1 Information Sharing Office

Signed: Michelle Skaff

Name: Michelle Skaff

Date: 1/29/2014

THE VENDOR

The CTK Group
Clear Lake, IA

Signed: Jon Turbett

Name: JON TURBETT

Date: 2/11/2014

Woodbury County
Board of Supervisors
Chairperson

Signed: George W. Boykin

Name: George Boykin

Date: 1/28/2014