

## PERSONAL SERVICE CONTRACT

This Personal Service Contract is made by and between the Office of the Attorney General, a state agency, (the "OAG") whose address is 550 High Street, Sillers Building, 12<sup>th</sup> Floor, Jackson, Mississippi 39201 and Courthouse (the "Contractor") whose address is 2625 Courthouse Circle, Flowood, MS 39232 on the 9th day of June, 2014, under the following terms and conditions:

- 1. Scope of Services** Pursuant to Senate Bill 2646, 2010 Regular Legislative Session, the Office of the OAG has retained your services to provide a facility(ies) for its employees to improve their health and well being. As part of this service, the OAG employees shall be entitled to join and use the facilities and equipment as well as participate in classes, nutritional instruction, and any other wellness and fitness activity offered to the general public by your facility (ies). This scope shall include all facilities owned, operated, maintained or affiliated with the Contractor, where ever located, except for the Downtown location which may be added later. Further, the Contractor agrees to suspend any bank draft or any other form of payment for any OAG employee who is currently enrolled at the Contractor's facility(ies) for the duration of this Contract and any renewals or extensions thereof.
- 2. Contract Term** The contract period shall be from September 1, 2014 through August 31, 2015, with an option to renew upon the mutual agreement of the parties.
- 3. Consideration** The total consideration under this Contract shall not exceed Twelve Thousand Nine Hundred Sixty Dollars (\$12,960.00). The Contractor shall invoice the OAG as outlined under paragraph 4 of this contract.
- 4. E-Payment** The Contractor agrees to accept all payments in United States currency via the State of Mississippi's electronic payment and remittance vehicle. The DFA agrees to make payment in accordance with Mississippi law on "Timely Payments for Purchases by Public Bodies", Section 31-7-301, et seq. of the 1972 Mississippi Code Annotated, as amended, which generally provides for payment of undisputed amounts by the agency within forty-five (45) days of receipt of the invoice.
- 5. Paymode** Payments by state agencies using the Statewide Automated Accounting System (SAAS) shall be made and remittance information provided electronically as directed by the State. These payments shall be deposited into the bank account of the Contractor's choice. The State, may at its sole discretion, require the Contractor to submit invoices and supporting documentation electronically at any time during the term of this Agreement. The Contractor

understands and agrees that the State is exempt from the payment of taxes. All payments shall be in United States currency.

6. **Availability of Funds** This contract is conditioned upon the appropriation of funds by the Mississippi State Legislature and the receipt of state and/or federal funds.
7. **Representation Regarding Contingent Fees** The contractor represents that it has not retained a person to solicit or secure a State contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, except as disclosed in the contractor's bid of proposal.
8. **Representation Regarding Gratuities** The bidder, offeror, or contractor represents that it has not violated, is not violating, and promises that it will not violate the prohibition against gratuities set forth in Section 6-204 (Gratuities) of the Mississippi Personal Service Contract Procurement Regulations.
9. **Applicable Law** The contract shall be governed by and construed in accordance with the laws of the State of Mississippi, and any litigation shall be brought in the courts of the State.
10. **Assignment** The Contractor shall not assign or subcontract in whole or in part, its right or obligations under this Agreement without prior written consent of the OAG.
11. **Compliance with Laws** The Contractor agrees to comply with all applicable federal, state and local laws and regulations.
12. **Transparency** In accordance with the Mississippi Accountability and Transparency Act of 2008, §27-104-151, et seq., of the Mississippi Code of 1972, as Amended, the American Accountability and Transparency Act of 2009 (P.L. 111-5), where applicable, and §31-7-13 of the Mississippi Code of 1972, as amended, where applicable, a fully executed copy of this agreement shall be posted to the State of Mississippi's accountability website at: <https://www.transparency.mississippi.gov>.
13. **Employee Status Verification System** The Contractor represents and warrants that it will ensure its compliance with the Mississippi Employment Protection Act, Section 71-11-1, et seq. of the Mississippi Code Annotated (Supp 2008), and will register and participate in the status verification system for all newly hired employees. The term "employee" as used herein means any person that is hired to perform work within the State of Mississippi. As used herein, "status verification system" means the Illegal Immigration Reform and Immigration Responsibility Act of 1996 that is operated by the United States Department of Homeland Security, also known as the E-Verify Program, or any other successor

electronic verification system replacing the E-Verify Program. The Contractor agrees to maintain records of such compliance and, upon request of the State and approval of the Social Security Administration or Department of Homeland Security, where required, to provide a copy of each such verification to the State. The Contractor further represents and warrants that any person assigned to perform services hereunder meets the employment eligibility requirements of all immigration laws of the State of Mississippi. The Contractor understands and agrees that any breach of these warranties may subject the Contractor to the following: (a) termination of this Agreement and ineligibility for any state or public contract in Mississippi for up to three (3) years, with notice of such cancellation/termination being made public, or (b) the loss of any license, permit, certification or other document granted to the Contractor by an agency, department or governmental entity for the right to do business in Mississippi for up to one (1) year, or (c) both. In the event of such cancellation/termination, the Contractor would also be liable for any additional costs incurred by the State due to the contract cancellation or loss of license or permit."

14. **Independent Contractor** The Contractor shall perform all services as an independent contractor and shall at no time act as an agent for the OAG. It is further understood that the consideration expressed herein constitutes full and complete compensation for all services and performances hereunder, and that any sum due and payable to Contractor shall be paid as a gross sum with no withholdings or deductions being made by OAG for any purpose from said contract sum.
15. **Termination** The OAG may terminate this contract with or without cause upon ten (10) days written notice to the Contractor. The Contractor may terminate this contract with cause upon thirty (30) days written notice to the OAG.
16. **Ownership of Documents and Work Papers** The OAG shall own all documents, files, reports, work papers and working documentation, electronic or otherwise, created in connection with the contract.
17. **Indemnification** To the fullest extent allowed by law, the Contractor shall indemnify the State of Mississippi and the OAG and its agents and employees from all claims, demands, liabilities, suits, actions and damages in the performance of or failure to perform this contract.
18. **Change in Scope of Work** The Mississippi State Personnel Board may order changes in the work consisting of additions, deletions, or other revisions within the general scope of the contract. No services has been changed, requiring changes to the amount of compensation to the Contractor or other adjustments to the contract, unless such changes or adjustments have been made by written amendment to the contract signed by the Mississippi State Personnel Board and the Contractor.

If the Contractor believes that any particular work is not within the scope of the project, is a material change, or will otherwise require more compensation to the Contractor, the Contractor must immediately notify the Mississippi State Personnel Board in writing of this belief. If the Mississippi State Personnel Board believes that the particular work is within the scope of the contract as written, the Contractor will be ordered to and shall continue with the work as changed and at the cost stated for the work within the scope.

19. **Notification** The following person (name and title) has been empowered to act as the duly authorized representative for this contract:

FOR THE OAG:

Mike Lanford, Deputy Attorney General  
OFFICE OF THE ATTORNEY GENERAL  
P. O. Box 220  
Jackson, Mississippi 39201  
601-359-4210

FOR THE CONTRACTOR:

John L. Black, III, President  
Courthouse  
2625 Courthouse Circle  
Flowood, MS 39232  
601-932-4800

Signed: John L. Black, III  
Printed Name: John L. Black, III  
(TITLE) President  
Date: 6/9/2014

Signed: Onetta Whittaker  
Printed Name: Onetta Whittaker  
(TITLE): Dep. Attorney General  
Date: 6/19/14