



Otsego County Bus System

1254 Energy Drive, Gaylord MI 49735

Secretary Phone: 989 731-5865

Managers Phone: 989 731-1204

16 May 2012

TRANSPORTATION AGREEMENT BETWEEN
OTSEGO COUNTY BUS SYSTEM
AND
OTSEGO COUNTY COMMISSION ON AGING
(OCCOA)
“MEALS ON WHEELS” PROGRAM

1. This agreement is made by and between the Otsego County Bus System (OCBS) and Otsego County Commission on Aging (OCCOA) for transportation and delivery of meals to homebound Senior Citizens. This contract is for Fiscal Year 2013, Beginning October 1st 2012, through September 30th 2013. This Contract may be renewed annually on a fiscal year (October 1- September 30, contract year) basis if both parties can agree to the necessary modifications as provided in the following terms and conditions.
2. **OTSEGO COUNTY BUS SYSTEM AGREES:**
 - To provide drivers and vehicles with current insurance coverage to transport meals to designated delivery points within the Otsego County jurisdiction.
 - To make every effort to comply with reasonable delivery schedules provided by OCCOA.
 - To furnish, if requested a record of services provided for clients serviced through this contract.
 - To provide fiscal information, if requested, relative to this and / or future agreements.
 - To work with the designated liaison of OCCOA regarding schedules & resolution of problems.
 - To furnish a monthly billing for the services provided.
 - OCBS will provide a designated liaison to work with the designated liaison of OCCOA regarding schedules & resolutions of problems.
3. **THE OTSEGO COUNTY COMMISSISON ON AGING AGREES:**
 - To assign a liaison to work with OCBS in areas relating to daily operations, faxing of meal delivery sheets to OCBS dispatch office as required and coordination of any delivery date changes due to holidays or other situations that might arise.
 - To provide monthly payments to OCBS, to be paid at beginning of each month for the previous months provided service. Total agreement amount for Fiscal Year 2013 services is: **\$32,080.00**. Monthly payments for this agreement will be: **\$2,673.33**

- Cost of service will be reviewed at the beginning of each contract year and may be raised by whatever operating costs (labor, benefits, fuel etc.) increased during the last year serviced.

4. MUTUAL RESPONSIBILITIES:

- That no person shall be denied services on the basis of race, color, creed, sex, disability or national origin.
- That there will be no discrimination against any employee/employer or applicant for employment with respect to tenure, conditions or privileges of employment regardless of race, color, creed, sex or national origin.
- That this is an open Public Transportation system and according to State and Federal requirements we are not allowed to provide private charter or contract specific service transportation. If the general public requires transportation and it fits into the routing, they will be allowed to travel on this bus.

5. REOPENER CLAUSE

The agreement will automatically be reopened for renegotiations during the contract year under the following conditions:

- Any change in terms or conditions should be with a 90 day notice from either party
- Sources of funding necessary to operate and provide services for OCCOA are reduced to the point the OBCS is required to reduce or cease operations.
- Funding available to the OCCOA for the “Meals on Wheels” program is reduced requiring discontinuation or reduction of the service affecting this agreement.
- Services discontinued or reduced at either program location.
- A 30 day notice of contract cancellation by either party is required in writing.

Otsego County Bus System Manager

DATE: _____

Otsego County Commission on Aging
Representative

DATE: _____

Please make check payable to “Otsego County Bus System” and send payment to:

OCBS
1254 Energy Drive
Gaylord, MI 49735