



**AGREEMENT BETWEEN
COUNTY OF SAN MATEO**

AND

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT

For the Period of

MARCH 1, 2004 THROUGH JUNE 30, 2005

**Agency Contact Person:
Stuart Oppenheim, Director
Children and Family Services
Human Services Agency
650.301.8710**

**AGREEMENT BETWEEN THE COUNTY OF SAN MATEO AND
San Mateo County Community College District**

THIS AGREEMENT, entered into this _____ day of _____, 20____,
by and between the COUNTY OF SAN MATEO, hereinafter called "County," and San
Mateo County Community College District hereinafter called "Contractor";

W I T N E S S E T H:

WHEREAS, pursuant to Government Code, Section 31000, County may contract with independent contractors for the furnishing of such services to or for County or any Department thereof;

WHEREAS, it is necessary and desirable that Contractor be retained for the purpose of performing the professional services for the Human Services Agency, Children and Family Services Division, hereinafter described, offering Title IV-E community-based training resources to enhance and strengthen the capacity of San Mateo County Children and Family Services, to serve children and youth who are victims of child abuse, neglect, or at risk, and who are potential candidates for foster care.

WHEREAS, Contractor is a public post secondary educational institution that will provide such professional services.

NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS FOLLOWS:

1. Exhibits.

The following exhibits are attached hereto and incorporated by reference herein:

- Exhibit A- Program Description
- Exhibit B - Payment Schedule
- Attachment I - Assurance of Compliance with Section 504 Form
- Attachment J - Equal Benefits Compliance Declaration Form

2. Services to be performed by Contractor.

In consideration of the payments set forth herein and in Exhibit "B," Contractor shall perform services for County in accordance with the terms, conditions and specifications set forth herein and in Exhibit "A."

3. Payments.

In consideration of the services provided by Contractor in accordance with all terms, conditions and specifications set forth herein and in Exhibit "A," County shall make payment to Contractor based on the rates and in the manner specified in Exhibit "B." The County reserves the right to withhold payment if the County determines that the quantity or quality of the work performed is unacceptable. In no event shall the County's total fiscal obligation under this Agreement exceed THREE HUNDRED TWENTY SIX THOUSAND FOUR HUNDRED DOLLARS (\$326,400).

4. Term and Termination.

Subject to compliance with all terms and conditions, the term of this Agreement shall be from March 1, 2004 through June 3, 2005 This Agreement may be terminated by Contractor, the Director of Human Services Agency or her designee at any time without a requirement of good cause upon thirty (30) days' written notice to the other party.

In the event of termination, all finished or unfinished documents, data, studies, maps, photographs, reports, and materials (hereafter referred to as materials) prepared by Contractor under this Agreement shall become the property of the County and shall be promptly delivered to the County. Upon termination, the Contractor may make and retain a copy of such materials. Subject to availability of funding, Contractor shall be entitled to receive payment for work/services provided prior to termination of the Agreement. Such payment shall be that portion of the full payment which is determined by comparing the work/services completed to the work/services required by the Agreement.

5. Availability of Funds.

The County may terminate this Agreement or a portion of the services referenced in the Attachments and Exhibits based upon unavailability of Federal, State, or County funds, by providing written notice to Contractor as soon as is reasonably possible after the county learns of said unavailability of outside funding.

6. Relationship of Parties.

Contractor agrees and understands that the work/services performed under this Agreement are performed as an independent Contractor and not as an employee of the County and that Contractor acquires none of the rights, privileges, powers, or advantages of County employees.

7. Mutual Hold Harmless.

A. It is agreed that Contractor shall defend, save harmless and indemnify County, its officers and employees from any and all claims which arise out of the terms and conditions of this Agreement and which result from the negligent acts or omissions of Contractor, its officers and/or employees.

B. It is agreed that County shall defend, save harmless, and indemnify Contractor, its officers and employees from any and all claims for injuries or damage to persons and/or property which arise out of the terms and conditions of this Agreement and which result from the negligent acts or omissions of County, its officers and/or employees.

C. In the event of concurrent negligence of County, its officers and/or employees, and Contractor, its officers and/or employees, then the liability for any and all claims for injuries or damage to persons and/or property which arise out of terms and conditions of this Agreement shall be apportioned according to the California theory of comparative negligence.

The duty of Contractor to indemnify and save harmless as set forth herein, shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

8. Assignability and Subcontracting.

Contractor shall not assign this Agreement or any portion thereof to a third party or subcontract with a third party to provide services required by contractor under this Agreement without the prior written consent of County. Any such assignment or subcontract without the County's prior written consent shall give County the right to automatically and immediately terminate this Agreement.

9. Insurance.

The Contractor shall not commence work or be required to commence work under this Agreement unless and until all insurance required under this paragraph has been obtained and such insurance has been approved by Risk Management, and Contractor shall use diligence to obtain such issuance and to obtain such approval. The Contractor shall furnish the Department/Division with certificates of insurance evidencing the required coverage, and there shall be a specific contractual liability endorsement extending the Contractor's coverage to include the contractual liability assumed by the Contractor pursuant to this Agreement. These certificates shall specify or be endorsed to provide that thirty (30) days' notice must be given, in writing, to the Department/Division of any pending change in the limits of liability or of any cancellation or modification of the policy.

- (1) **Worker's Compensation and Employer's Liability Insurance.** The Contractor shall have in effect during the entire life of this Agreement Workers' Compensation and Employer's Liability Insurance providing full statutory coverage. In signing this Agreement, the Contractor certifies, as required by Section 1861 of the California Labor Code, that it is aware of the provisions of Section 3700 of the California Labor Code which requires every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of the Code, and I will comply with such provisions before commencing the performance of the work of this Agreement.

- (2) **Liability Insurance.** The Contractor shall take out and maintain during the life of this Agreement such Bodily Injury Liability and Property Damage Liability Insurance as shall protect him/her while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from contractors operations under this Agreement, whether such operations be by himself/herself or by any subcontractor or by anyone directly or indirectly employed by either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall be not less than the amount specified below.

Such insurance shall include:

- | | |
|---------------------------------------------|-------------|
| (a) Comprehensive General Liability | \$1,000,000 |
| (b) Motor Vehicle Liability Insurance | \$1,000,000 |
| (c) Professional Liability | \$1,000,000 |

County and its officers, agents, employees and servants shall be named as additional insured on any such policies of insurance, which shall also contain a provision that the insurance afforded thereby to the County, its officers, agents, employees and servants shall be primary insurance to the full limits of liability of the policy, and that if the County or its officers and employees have other insurance against the loss covered by such a policy, such other insurance shall be excess insurance only.

In the event of the breach of any provision of this section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, the County of San Mateo at its option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work pursuant to this Agreement.

10. Compliance with laws; payment of Permits/Licenses.

All services to be performed by Contractor pursuant to this Agreement shall be performed in accordance with all applicable Federal, State, County, and municipal laws, including, but not limited to, Health Insurance Portability and Accountability Act of 1996 (HIPAA) and all Federal regulations promulgated there under, as amended, and the Americans with Disabilities Act of 1990, as amended, and Section 504 of the Rehabilitation Act of 1973, as amended and attached hereto and incorporated by reference herein as Attachment "I," which prohibits discrimination on the basis of handicap in programs and activities receiving any Federal or County financial assistance. Such services shall also be performed in accordance with all applicable ordinances and regulations, including, but not limited to, appropriate licensure, certification regulations, provisions pertaining to confidentiality of records, and applicable quality assurance regulations.

In the event of a conflict between the terms of this agreement and State, Federal, County, or municipal law or regulations, the requirements of the applicable law will take precedence over the requirements set forth in this Agreement.

Contractor will timely and accurately complete, sign, and submit all necessary documentation of compliance.

11. Non-Discrimination.

- A. *Section 504 applies only to Contractor who are providing services to members of the public.* Contractor shall comply with § 504 of the Rehabilitation Act of 1973, which provides that no otherwise qualified handicapped individual shall, solely by reason of a disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination in the performance of this Agreement.
- B. *General non-discrimination.* No person shall, on the grounds of race, color, religion, ancestry, gender, age (over 40), national origin, medical condition (cancer), physical or mental disability, sexual orientation, pregnancy, childbirth or related medical condition, marital status, or political affiliation be denied any benefits or subject to discrimination under this Agreement.
- C. *Equal employment opportunity.* Contractor shall ensure equal employment opportunity based on objective standards of recruitment, classification, selection, promotion, compensation, performance evaluation, and management relations for all employees under this Agreement. Contractor's equal employment policies shall be made available to County of San Mateo upon request.
- D. *Violation of Non-discrimination provisions.* Violation of the non-discrimination provisions of this Agreement shall be considered a breach of this Agreement and subject the Contractor to penalties, to be determined by the County Manager, including but not limited to
 - i) termination of this Agreement;
 - ii) disqualification of the Contractor from bidding on or being awarded a County contract for a period of up to 3 years;
 - iii) liquidated damages of \$2,500 per violation;
 - iv) imposition of other appropriate contractual and civil remedies and sanctions, as determined by the County Manager.

To effectuate the provisions of this section, the County Manager shall have the authority to examine Contractor's employment records with respect to compliance with this paragraph and/or to set off all or any portion of the amount described in this paragraph against amounts due to Contractor under the Contract or any other Contract between Contractor and County.

Contractor shall report to the County Manager the filing by any person in any court of any complaint of discrimination or the filing by any person of any and all charges with the Equal Employment Opportunity Commission, the Fair Employment and Housing Commission or any other entity charged with the investigation of allegations within 30 days of such filing, provided that within such 30 days such entity has not notified Contractor that such charges are dismissed or otherwise unfounded. Such notification shall include the name of the complainant, a copy of such complaint, and a description of the circumstance. Contractor shall provide County with a copy of their response to the Complaint when filed.

- E. *Compliance with Equal Benefits Ordinance.* With respect to the provision of employee benefits, Contractor shall comply with the County Ordinance which prohibits contractors from discriminating in the provision of employee benefits between an employee with a domestic partner and an employee with a spouse.
- F. The Contractor shall comply fully with the non-discrimination requirements required by 41 CFR 60-741.5(a), which is incorporated herein as if fully set forth.

12. Retention of Records.

Contractor shall maintain all required records for three (3) years after the County makes final payment and all other pending matters are closed, and shall be subject to the examination and/or audit of the County, a Federal grantor agency, and the State of California.

13. Merger Clause.

This Agreement, including the Exhibits attached hereto and incorporated herein by reference, constitutes the sole Agreement of the parties hereto and correctly states the rights, duties, and obligations of each party as of this document's date. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications shall be in writing and signed by the parties.

14. Controlling Law.

The validity of this Agreement and of its terms or provisions, as well as the rights and duties of the parties hereunder, the interpretation, and performance of this Agreement shall be governed by the laws of the State of California.

15. Notices.

Any notice, request, demand, or other communication required or permitted hereunder shall be deemed to be properly given when deposited in the United State mail, postage prepaid, or when deposited with a public telegraph company for transmittal, charges prepaid, addressed to:

In the case of County, to: (1) Stuart Oppenheim, Director, Northern Region
400 Harbor Blvd. Bldg. B
Belmont, CA 94002
650.301.8710

(2) Jerry Lindner
Human Services Manager
350-90th Street
Daly City, CA 94014
650.301.8727

In the case of Contractor, to: (1) Sandra Mellor, Dean
Corporate & Continuing Education
San Mateo County Community College District
1700 W. Hillsdale Blvd.
San Mateo, CA 94402
650.574.6173

(2) Rita Gulli, Staff Assistant
Corporate & Continuing Education
650.574.6173

COUNTY OF SAN MATEO


By: _____
President, Board of Supervisors, San Mateo County

Date: _____

ATTEST:

By: _____
Clerk of Said Board

San Mateo County Community College District



Contractor's Signature

Date: 1/28/04

**PROGRAM DESCRIPTION
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT**

MARCH 1, 2004 THROUGH JUNE 3, 2005

1. Program Description:

Contractor will provide a curriculum that fulfills all the requirements of the Title IV-E federally funded training program and the terms of this Agreement. These trainings are open to San Mateo County Human Services Agency (HSA) and community-based service providers to build and strengthen the capacity to serve children and youth in the San Mateo County.

2. Program Objectives:

- Provide Title IV-E community-based training resources for San Mateo County public, non-profit (NP) and community-based organizations (CBOs) providing services to children in foster care or at risk of entering foster care and their families.
- Provide trainings that are evaluated for quality effectiveness on a continuous basis in coordination with HSA.
- Provide professional development and continuing education programs to those working in the fields of child welfare and collateral support services.

3. Program Requirements:

- Contractor will announce a quarterly web-based class schedule for course registration.
- Contractor will submit billable class hours during the term of the contract, as evidenced by class listings and attendance sheets.
- Maximum class size: 40; Minimum Class Size: 3 (with the exception of one-on-one coaching, supervision and SME forum events).
- Both Contractor and County retain the right to cancel any class due to lack of attendance that is offered under this Agreement no later than 14 days before the first meeting of the class.
- Contractor will provide one-on-one coaching and supervision of in-class training for mentoring, evaluation and observation of eligible training participants.
- Contractor will provide curriculum development.
- Contractor will provide subject matter expert (SME) forum events. These forum events are from four to eight hour workshops led by highly regarded experts in their respective fields.
- Contractor, with cooperation with HSA and community-based organizations, will identify and organize SME to bring new, innovative practices to County organizations.
- Contractor will provide appropriate classroom facilities and materials for each class.
- Contractor will provide outreach activities to community-based organizations that may include presentations, mailings, faxing and emailing.

4. Outcome Objectives:

- As a result of the provided training, participants in each class will demonstrate knowledge, skills and abilities integrated in their work with children and families and measured through a survey of participants in each class.
- As a result of certification training, a majority of participants will complete the certification process. These certifications refer to classes which will carry Continuing Education Units (CEU), plus those courses that have certifications attached to them, i.e. CPR

5. Reporting Requirements: Contractor will submit three reports each quarter as follows. Reports are to be submitted 45 days after close of each quarter.

- Provide data on name of the class (es), the number of hours, and the number of individuals who attended the class (es).
- Provide agency name, name of individual from agency, and the specific class (es) individual attended. In addition, the second report will include a brief analysis of training effectiveness using training evaluation surveys.
- Provide each requested documentation to support County's reimbursement claim to the Federal Title IV-E program.
- All reports listed above are due within 45 days after the close of each quarter, with the exception of the first reporting period which will be due on June 30, 2004, September 30, 2004, December 31, 2004, March 31, 2005 and the final report due June 30, 2005.
- Contractor will provide, upon request of the County, other financial/statistical reports.
- Contractor will provide services upon request as agreed upon by Contractor and County.
- Reports will be sent to the following HSA staff:
Jerry Lindner, Human Services Manager
County of San Mateo, Human Services Agency
350-90th Street
Daly City, CA 94014
- County reserves the right to review and observe classes and evaluate instructor's teaching curriculum and effectiveness.

**PAYMENT SCHEDULE
SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT**

MARCH 1, 2004 THROUGH JUNE 3, 2005

In full consideration of the services provided by Contractor pursuant to this Agreement, and subject to the provisions of paragraph 3.A of Agreement herein, County shall pay Contractor in the manner described below, unless otherwise specifically authorized by the Director Human Services or her designee. Payments is contingent on availability of Federal IV-E funding.

- A. Contractor will send an acceptable invoice to County reflecting the number of hours under each service component.
- B. County will pay Contractor no later than fifteenth (15) working days after receipt of acceptable invoice. In any event, the total payment to Contractor shall not exceed THREE HUNDRED TWENTY SIX THOUSAND FOUR HUNDRED DOLLARS (\$326,400) for the term of this Agreement.
- C. Invoicing Procedures will be as follows:

BUDGET

Service Component billed by the hour	Units	Cost per Unit/event
Classroom Training	Hour	\$300.00
One-on-One Training	Hour	\$250.00
Curriculum Development	Hour	\$250.00
Subject Matter Events (SME) Forum	Event	\$3,500.00

(Required only from Contractors who provide services directly to the Public on the County's behalf.)

Assurance of Compliance with Section 504 of the Rehabilitation Act of 1973, as Amended

The undersigned (hereinafter called the "Contractor(s)") hereby agrees that it will comply with Section 504 of the Rehabilitation Act of 1973, as amended, all requirements imposed by the applicable DHHS regulation, and all guidelines and interpretations issued pursuant thereto.

The Contractor(s) gives/give this assurance in consideration of for the purpose of obtaining contracts after the date of this assurance. The Contractor(s) recognizes/recognize and agrees/agree that contracts will be extended in reliance on the representations and agreements made in this assurance. This assurance is binding on the Contractor(s), its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Contractor(s).

The Contractor(s): (Check a or b)

- a. employs fewer than 15 persons.
- b. employs 15 or more persons and, pursuant to section 84.7 (a) of the regulation (45 C.F.R. 84.7 (a)), has designated the following person(s) to coordinate its efforts to comply with the DHHS regulation.

Harry Joel - Vice Chancellor
Name of 504 Person - Type or Print

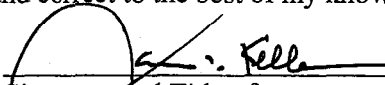
San Mateo County Community College District
Name of Contractor(s)-Type or Print

3401 CSM Drive
Street Address or P.O. Box

San Mateo, CA 94402
City, State, Zip Code

I certify that the above information is complete and correct to the best of my knowledge.

1/28/04
Date


Signature and Title of Authorized Official

*Exception: DHHS regulations state that:

"If a recipient with fewer than 15 employees finds that, after consultation with a disabled person seeking its services, there is no method of complying with (the facility accessibility regulations)...other than making a significant alteration in its existing facilities, the recipient may, as an alternative, refer the handicapped person to other providers of those services that are accessible."

COUNTY OF SAN MATEO

Equal Benefits Compliance Declaration Form

I Vendor Identification

Name of Contractor: San Mateo County Community College District
Contact Person: Sandra Mellor.
Address: 3401 CSM Drive
San Mateo, CA 94402
Phone Number: _____
Fax Number: _____

II Employees

Does the Contractor have any employees? Yes No

Does the Contractor provide benefits to spouses of employees? Yes No

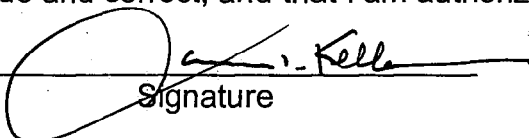
If the answer to one or both of the above is no, please skip to Section IV.

III Equal Benefits Compliance (Check one)

- Yes, the Contractor complies by offering equal benefits, as defined by Chapter 2.93, to its employees with spouses and its employees with domestic partners.
- Yes, the Contractor complies by offering a cash equivalent payment to eligible employees in lieu of equal benefits.
- No, the Contractor does not comply.
- The Contractor is under a collective bargaining agreement which began on _____ (date) and expires on _____ (date).

IV Declaration

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct, and that I am authorized to bind this entity contractually.


Signature

Executive Vice Chancellor

Title


James W. Keller

Name (Please Print)

1/28/04

Date

**SAN MATEO COUNTY
MEMORANDUM**

DATE: 11-19-03
TO: Priscilla Harris Morse FAX: 363-4864 PONY: EPS 163
FROM:  Nalini Nath FAX: 596-3478 PONY: HSA210
SUBJECT: Contract Insurance Approval

The following is to be completed by the department before submission to Risk Management:

CONTRACTOR NAME: San Mateo County Community College District

DOES THE CONTRACTOR TRAVEL AS A PART OF THE CONTRACT SERVICES?:
yes

NUMBER OF EMPLOYEES WORKING FOR CONTRACTOR: yes

DUTIES TO BE PERFORMED BY CONTRACTOR FOR COUNTY: training

The following will be completed by Risk Management:

INSURANCE COVERAGE:	Amount	Approve	Waive	Modify
Comprehensive General Liability	<u>\$1,000,000</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motor Vehicle Liability	<u>\$1,000,000</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional Liability	<u>\$1,000,000</u>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Workers' Compensation	<u>\$\$Statutory</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

REMARKS/COMMENTS:


Risk Management Signature

11-19-03
Date

SWACC

CERTIFICATE OF COVERAGE

ISSUE DATE 11/17/03

ADMINISTRATOR: Keenan & Associates
 97 South 2nd Street, Suite 300
 San Jose, CA 95113
 LICENSE # 0451271

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGES AFFORDED BY THE COVERAGE DOCUMENTS BELOW.

COVERED PARTY:
 BAY AREA CCD JPA
 San Mateo Co. Community College Dist.
 3401 CSM Drive
 San Mateo, CA 94402

ENTITIES AFFORDING COVERAGE
 ENTITY A Statewide Assoc. of
 Community Colleges

ATTN: Suki Chang

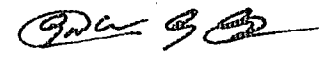
THIS IS TO CERTIFY THAT THE COVERAGES LISTED BELOW HAVE BEEN ISSUED TO THE COVERED PARTY NAMED ABOVE FOR THE PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM, OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN THE COVERAGE AFFORDED HEREIN IS SUBJECT TO ALL THE TERMS, AND CONDITIONS OF SUCH COVERAGE DOCUMENTS.

ENT LTR	TYPE OF COVERAGE	COVERAGE DOCUMENTS	EFFECTIVE / EXPIRATION DATE	MEMBER RETAINED LIMIT / DEDUCTIBLE	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCURRENCE <input checked="" type="checkbox"/> GOVERNMENT CODES <input checked="" type="checkbox"/> ERRORS & OMISSIONS <input type="checkbox"/>	SWC009019	07/01/03 07/01/04	\$100,000	COMBINED SINGLE LIMIT EACH OCCURRENCE \$ 5,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> HIRED AUTO <input checked="" type="checkbox"/> NON-OWNED AUTO <input checked="" type="checkbox"/> GARAGE LIABILITY <input checked="" type="checkbox"/> AUTO PHYSICAL DAMAGE	SWC009019	07/01/03 07/01/04	\$100,000	COMBINED SINGLE LIMIT EACH OCCURRENCE \$ 5,000,000
A	PROPERTY ALL RISK EXCLUDES EARTHQUAKE & FLOOD	SWC009019	07/01/03 07/01/04	\$250,000	\$ 150,000,000 EACH OCCURRENCE
A	STUDENT PROFESSIONAL LIABILITY	SWC009019	07/01/03 07/01/04	\$5,000	\$ Included EACH OCCURRENCE

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / RESTRICTIONS / SPECIAL PROVISIONS:
 Contract with the County of San Mateo for Peninsula Training Collaborative (PTC) training program.

CERTIFICATE HOLDER:
 County of San Mateo
 262 Harbor Blvd. Bldg. A
 Belmont, CA 94002

CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED COVERAGES BE CANCELED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING ENTITY/ JPA WILL BE RESPONSIBLE TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE ENTITY/ JPA, ITS AGENTS OR REPRESENTATIVES.



AUTHORIZED REPRESENTATIVE

ATTN: Nalini Nath

STATEWIDE ASSOCIATION OF COMMUNITY COLLEGES

ENDORSEMENT

ADDITIONAL COVERED PARTY

COVERED PARTY	COVERAGE DOCUMENT	ADMINISTRATOR
San Mateo Co. Community College Dist.	SWC009019	KEENAN & ASSOCIATES

Subject to all its terms, conditions, exclusions and endorsements, such additional covered party as is afforded by the coverage document shall also apply to the following entity but only as respects to liability arising directly from the actions and activities of the covered party described under "as respects" below.

Additional Covered Party:

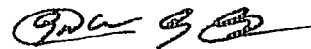
County of San Mateo
262 Harbor Blvd. Bldg. A
Belmont, CA 94002

As Respects:

Contract with the County of San Mateo for Peninsula Training Collaborative (PTC) training program.

County and its officers, agents employees and servants are included as an additional covered party as respects the actions and activities of the covered party.

This coverage shall be primary to the certificate holders' coverage as respects the actions and activities of the covered party due to their sole negligence.



Authorized Representative