



MEMORANDUM  
COUNTY OF PLACER  
Office of Economic Development

175 Fulweiler Avenue, Auburn, CA 95603-4543  
(530) 889-4016 • Fax: (530) 889-4095

**TO:** Honorable Board of Supervisors

**FROM:** Tom Miller, County Executive Officer

**BY:** *DCS*  
David C. Snyder, Director of Economic Development

**DATE:** June 27, 2006

**SUBJECT:** Approval of Agreement with the Placer County Visitor's Council in the amount of \$245,000 for Western Slope Tourism Marketing during Fiscal Year 2006-07

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**ACTION REQUESTED**

It is hereby requested that the Placer County Board of Supervisors approve the attached agreement between the County of Placer and the Placer County Visitor Council (PCVC) in the amount of \$245,000 for Western Slope Tourism Marketing during Fiscal Year 2006-07.

**BACKGROUND**

The Placer County Visitor Council (PCVC) was formed in 1998 in cooperation with Placer County. The PCVC Board of Directors includes representation from all Placer County Chambers of Commerce, hospitality, agriculture, history, arts and culture, and recreation. The U.S. Forest Service, State Department of Parks and the County Executive Office are also represented as ex-officio members of the PCVC Board.

In Fiscal Year 2005-06 the PCVC Board conducted the following activities along with many others with funding provided by County contract:

- Advertised in a national travel publication entitled Travel 50 and Beyond to reach out to people who are 50 and older as they take 80% of all vacations in this Country.
- Advertised in several reference publications, such as SureWest phone directory covering Auburn/Grass Valley/Nevada City.
- Collateral materials at the Visitor's Center are updated on a weekly basis
- PCVC was represented at the 25<sup>th</sup> annual California Conference on Tourism in March 27-29, 2006 in Anaheim, California
- Attended the California Cultural Heritage & Tourism Symposium in late April 2006
- Attended two California Forest Foundation booths at Arden Fair Mall and Cal Expo Health Fair
- Produces numerous press releases to media countywide
- In the first quarter of 2006, the PCVC/CWC website has 15,081 hits an increase of 122%
- Attended Auburn Expo, an event that attracted about 3,000 members of the public

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In Fiscal Year 2006-07, the PCVC Board will conduct the following activities as well as many others with funding provided by this contract:

- Promote tourism activities for Placer County
- Increase awareness of tourism and overnight visitation resulting in increased economic development
- Manage and staff one of only 11 California Welcome Centers statewide, 7 days a week
- Develop and implement advertising programs
- Develop, promote and update fulfillment and brochure collateral material that promotes the activities and attractions available in Placer County
- Attend trade shows in an effort to actively promote Placer County to consumers and travel agents
- Provide public relations activities that assist in promoting the County
- Provide ongoing visitor information services
- Continue the special event application and funding “mini-grant” process
- Coordinate the PCVC promotion and marketing efforts with local, regional and state cooperative marketing programs
- Update newly-designed web site
- Develop and maintain a visitor and tourism strategic marketing plan which contains a performance measurement program monitored on a monthly basis
- Collect, analyze, and report on visitor information
- Continue to offer special amenities such as: electric vehicle refueling station, public telephone, personal concierge services, maps, travel information, brochures, internet and email access, clean restrooms, handicapped access, and refreshments
- Attend and participate in California Welcome Center conferences, workshops, networking opportunities and association with the California Travel and Tourism Association

### **FISCAL IMPACT**

The attached Placer County Visitor Center agreement is funded with \$40,000 from the General Fund and \$205,000 in Transient Occupancy Tax (TOT) revenues from the western slope. The total dollar amount for the contract is \$245,000 and is funded in Economic Development’s budget for Fiscal Year 2006-07.

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AGREEMENT FOR PROFESSIONAL SERVICES FOR OPERATING  
THE PLACER COUNTY VISITORS INFORMATION CENTER AND A  
TOURISM PROMOTION AND MARKETING PROGRAM

CONTRACT NO. \_\_\_\_\_

Begins: July 1, 2006  
Ends: June 30, 2007

ADMINISTERING

AGENCY: Economic Development

WHEREAS, this Agreement is made and entered into, as of July 1, 2006, and will commence the terms of agreement, by and between the COUNTY OF PLACER, a ("County") and the PLACER COUNTY VISITOR COUNCIL ("PCVC"), a nonprofit corporation, who agree as follows:

- I. SERVICES. Subject to the terms and conditions set forth in this agreement, PCVC shall provide the services described in Exhibit A. PCVC shall provide said services at the time place and in the manner specified in Exhibit A, Scope of Work.
- II. PAYMENT. County shall pay PCVC for services rendered pursuant to this agreement at the time and in the amount set forth in Exhibit A. The payment specified in Exhibit A shall be made to PCVC for services rendered pursuant to this agreement. PCVC shall submit all billings for said services to the County in the manner specified in Exhibit A.
- III. GENERAL PROVISIONS. The General Provisions set forth in Exhibit 'B' are an integral part of this agreement. Any inconsistency between said General Provisions and any other term or condition of this agreement shall be controlled by the term or condition of this agreement insofar as they are inconsistent.
- IV. EXHIBITS. All exhibits referred to herein are attached hereto and by this reference incorporated herein.
- V. TIME FOR PERFORMANCE. Time is of the essence, and failure of PCVC to perform all services in a timely manner shall constitute a material breach of this agreement.
- VI. APPROVAL OF SUBCONTRACTORS. No part of the services to be performed under this agreement shall be subcontracted without the prior written agreement of the COUNTY.
- VII. RECORDS. The PCVC shall maintain at all times complete and detailed records with regard to work performance under this agreement in a form acceptable to the COUNTY, according to generally accepted accounting and internal control principles, and COUNTY shall have the right to inspect such records at any reasonable time. Notwithstanding any other terms of this agreement, no payments shall be made to PCVC until the COUNTY is satisfied that work of such value has been rendered by the PCVC pursuant to this agreement.

- VIII. RENEWAL. This agreement may be renewed by making a request to the Board of Supervisors through the Office of Economic Development a minimum of 60 days prior to the expiration. The extension or renewal will be based on performance of the Scope of Work items as performed by the PCVC.
- IX. ANNUAL AUDIT. PCVC agrees to file with the County, Office of Economic Development, a certified copy of an annual audit of the financial statements of the PCVC within one hundred and twenty (120) calendar days of the close of the County's fiscal year, and further agrees to file official copies of all financial statements containing reference to funds herein within twenty (20) calendar days of their preparation.
- X. TERM. The term of this contract is for 12 months commencing July 1, 2006 and ending June 30, 2007 unless canceled by either party pursuant to the cancellation provisions herein.

Executed as of the day first above stated:

PLACER COUNTY

By: \_\_\_\_\_  
Bill Santucci, Chair  
Board of Supervisors

Dated: \_\_\_\_\_

PLACER COUNTY VISITOR COUNCIL

By:   
Lawrence A. Jordan, PCVC Chair

Dated: 5/9/06

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Gerald Cardin, County Counsel

Exhibit A

SCOPE OF WORK

County of Placer – Placer County Visitor Council

2006 - 2007

Background

The Placer County Visitor Council (PCVC) was developed to provide overall tourism promotion activities for Placer County. The organization consists of a thirteen voting member board of directors with representation from a variety of different regions and activities within the county.

Representation includes the following:

Roseville Chamber of Commerce  
Rocklin Chamber of Commerce  
Lincoln Chamber of Commerce  
Loomis Chamber of Commerce  
Auburn Chamber of Commerce  
Colfax Chamber of Commerce  
Foresthill Divide Chamber of Commerce  
North Lake Tahoe Resort Association  
Agriculture Seat  
Historical Seat  
Arts and Culture Seat  
Recreation Seat  
Hospitality Seat  
*Ex-Officio United States Forest Service*  
*Ex-Officio California Department of Parks*  
*Ex-Officio Placer County Executive Office*

The organization will provide a variety of marketing services on behalf of Placer County designed to increase awareness of tourism and overnight visitation and resulting in increased economic development for the county.

The PCVC shall perform and provide the following obligations of this Scope of Work with Placer County. Successful performance of this Scope of Work shall be evaluated according to mutually agreed upon criteria and milestones as stated below and based on activity reports, which shall be provided quarterly to Placer County, Office of Economic Development. Activity reports will be provided prior to each contract payment. Fulfillment of this agreement shall include:

Managing and staffing a public visitor information center to be located at a mutually agreed upon site.

Maintain the PCVC for the purpose of coordinating tourism promotion and marketing programs.

Marketing Activities including the following:

Advertising – Develop and implement advertising programs that create awareness and encourage visitation to Placer County.

Fulfillment – Develop and provide updated fulfillment and brochure collateral material that promotes the activities and attractions available in Placer County.

Trade Shows – Attend trade shows in an effort to actively promote Placer County to consumers and travel agents.

Public Relations – Provide public relations activities that assist in promoting the county.

Visitor Information – Provide ongoing visitor information services designed to provide potential and actual visitors with information.

Special Events – Continue the special event application and funding “mini-grant” process designed to meet the tourism promotion goals of the PCVC.

Coordinate the PCVC promotion and marketing efforts, with local, regional and state cooperative marketing programs.

Update newly designed web site to represent and promote tourism throughout Placer County.

Develop and maintain a visitor and tourism strategic marketing plan. The plan shall contain a performance measurement program monitored on a monthly basis. Performance and measurement components should include and not be limited to the following:

Monitor the Transient Occupancy Tax revenues to Placer County on a quarterly basis.

Collect and analyze visitor information by monitoring monthly activity at the PCVC center including: telephone calls, web site contacts, personal on site visits, mail inquiries and event and festival participation.

Performance reports will be provided to the OED by the PCVC prior to each year’s contract extension request. The performance measurement program will include an evaluation by the PCVC of specific tourism marketing programs.

Maintain our California Welcome Center – Auburn status. As one of eleven official State of California Visitor Information Centers promoting travel to and within California specializing in promotion of Placer County.

Continue to offer seven-day-a-week tourism information service to travelers and local residents at our center.

Offer special amenities to our customers such as: electric vehicle fuel station, public telephone, personal concierge services, maps, travel information, brochures, internet and email access, clean restrooms, handicapped access, and refreshments.

Attend and participate in California Welcome Center conferences, workshops, networking opportunities and associations with the California Travel and Tourism Association.

Payment Schedule. Quarterly payments in the amount of \$61,250 shall be made to the PCVC, by the 15<sup>th</sup> day of the quarter in the months of July, October, January, and April for a total of \$245,000 during fiscal year 2006-2007. The term of the agreement is predicated on the ongoing fulfillment of the terms of this agreement and based upon receipt of an activity performance report for the previous prior quarter. County, in its sole discretion, may withhold or suspend part or all of quarterly payments if the PCVC fails to take prompt and effective corrective action to remedy material variances from this agreement and Scope of Work within 15 days after notification by County.

Checks are to be made payable to:

**Placer County Visitors Council**  
13411 Lincoln Way  
Auburn, CA 95603

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## EXHIBIT B

### GENERAL PROVISIONS

1. Independent Contractor. At all times during the term of this Agreement, employees of PCVC shall be independent contractors and at no time shall employees of PCVC be employees of the County. County shall have no right to control PCVC's performance hereunder except only insofar as is necessary to assure that the County receives acceptable services from PCVC pursuant to this Agreement. County shall not have the right to control the means by which PCVC accomplished services rendered pursuant to this Agreement, and shall therefore, not be responsible for willful or negligent acts of PCVC.

2. Licenses, Permits, Etc. PCVC represents and warrants to County that it has all licenses, permits, qualifications, and approvals of whatsoever nature, which are legally required for PCVC to practice its profession. PCVC represents and warrants to County that PCVC shall, at its sole cost and expense, obtain and keep in effect at all times during the term of this Agreement, any licenses, permits, and approvals which are legally required for PCVC to practice its profession at the time the services are performed.

3. Time. PCVC shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary for the satisfactory performance of PCVC's obligations pursuant to this Agreement. Neither party shall be considered in default of this Agreement to the extent performance is prevented or delayed by any cause, present or future, which is beyond the reasonable control of the party failing to timely perform.

4. Insurance. PCVC shall file with County a Certificate of Insurance, with companies acceptable to County, with a Best's Rating of no less than A:VII showing the following coverage:

A. Workers' Compensation and Employers' Liability Insurance

1) Workers' Compensation Insurance shall be provided, as required, by any applicable law or regulation. Employers' liability insurance shall be provided in amounts not less than one million dollars (\$1,000,000) each accident for bodily injury by accident, one million dollars (\$1,000,000) policy limit for bodily injury by disease, and one million dollars (\$1,000,000) each employee for bodily injury by disease.

2) If there is an exposure of injury to PCVC's employees under the U.S. Longshoremen and Harbor Workers' Compensation Act, the Jones Act, or under laws, regulations or statutes applicable to maritime employees, coverage shall be included for such injuries or claims.

3) Each Worker's Compensation policy shall be endorsed with the following specific language:

Cancellation Notice "This policy shall not be canceled or materially changed without first giving thirty (30) days' prior written notice to the County."

4) PCVC shall require all SUBCONSULTANTS to maintain adequate Workers' Compensation Insurance. Certificates of Workers Compensation shall be filed forthwith with the County upon demand.

B. General Liability Insurance

1) Comprehensive General Liability or Commercial General Liability insurance shall be provided covering all operations by, or on behalf of PCVC, covering bodily injury liability and property damage liability for the limits of liability indicated below and including coverage for contractual liability insuring the obligations assumed by Consultant in this Agreement.

2) One of the following forms is required:

- a) Comprehensive General Liability;
- b) Commercial General Liability (Occurrence); or
- c) Commercial General Liability (Claims Made).

3) If PCVC carries a Comprehensive General Liability policy, the limits of liability shall not be less than a Combined Single Limit for bodily injury, property damage, and Personal Injury Liability of:

- a) One million dollars (\$1,000,000) each occurrence;
- b) One million dollars (\$1,000,000) aggregate.

4) If PCVC carries a Commercial General Liability (Occurrence) policy:

a) The limits of liability shall not be less than:

- i) One million dollars (\$1,000,000) each occurrence (combined single limit for bodily injury and property damage);
- ii) One million dollars (\$1,000,000) for Products-Completed Operations;
- iii) One million dollars (\$1,000,000) General Aggregate.

b) If the policy does not have an endorsement providing that the General Aggregate Limit applies separately to this contract, or if defense costs are included in the aggregate limits, then the required aggregate limits shall be two million dollars (\$2,000,000).

5) Special Claims Made Policy Form Provisions:

PCVC shall not provide a Commercial General Liability (Claims Made) policy without the express prior written consent of County, which consent, if given, shall be subject to the following conditions:

a) The limits of liability shall not be less than:

- i) One million dollars (\$1,000,000) each occurrence (combined single limit for bodily injury and property damage);
- ii) One million dollars (\$1,000,000) aggregate for Products-Completed Operations;
- iii) One million dollars (\$1,000,000) General Aggregate.

b) The insurance coverage provided by PCVC shall contain language providing coverage up to six (6) months following the completion of the contract in order to provide insurance coverage for the hold harmless provisions herein if the policy is a claims made policy.

C. Endorsements:

Each Comprehensive or Commercial General Liability policy shall be endorsed with the following specific language:

1) "The County, its officers, agents, employees and volunteers, and the County of Placer, its officers, agents, employees and volunteers, are to be covered as insureds for all liability arising out of operations, or on behalf of, the named insured in the performance of this Agreement."

2) "The insurance provided by PCVC, including any excess liability or umbrella form coverage, is primary coverage to the County with respect to any insurance or self-insurance programs maintained by County, and no insurance held or owned by County shall be called upon to contribute to a loss."

3) "This policy shall not be canceled or materially changed without first giving thirty (30) days' prior written notice to County."

D. Automobile Liability Insurance

1) Automobile Liability insurance shall be provided covering bodily injury and property damage in an amount no less than one million dollars (\$1,000,000) combined single limit for each occurrence.

2) Covered vehicles should include owned, non-owned, and hired automobiles/trucks.

E. Professional Liability Insurance (Errors and Omissions)

1) Professional Liability Insurance for Errors and Omissions coverage shall be provided in the amount of not less than two million dollars (\$2,000,000) in aggregate.

2) The insurance coverage provided by PCVC shall contain language providing coverage up to six (6) months following the completion of the contract in order to provide insurance coverage for the hold harmless provisions herein if the policy is a claims made policy.

5. Indemnity. PCVC hereby agrees to protect, defend, indemnify, and hold the County free and harmless from any and all losses, claims, liens, demands, and causes of action of every kind and character including, but not limited to, the amounts of judgments, penalties, interest, court costs, legal fees, and all other expenses incurred by the County arising in favor of any party, including claims, liens, debts, personal injuries, death, or damages to property (including employees or property of the County) and without limitation by enumeration, all other claims or demands of every character occurring or in any way incident to, in connection

with or arising directly or indirectly out of this contract or agreement. PCVC agrees to investigate, handle, respond to, provide defense for, and defend any such claims, demand, or suit at the sole expense of PCVC. PCVC also agrees to bear all other costs and expenses related thereto, even if the claim or claims alleged are groundless, false, or fraudulent. This provision is not intended to create any cause of action in favor of any third party against PCVC or the County or to enlarge, in any way, PCVC's liability but is intended solely to provide for indemnification of the County from liability for damages or injuries to third persons or property arising from PCVC's performance pursuant to this contract or agreement.

As used above, the term "County" means Placer County or its officers, agents, employees and volunteers.

6. Consultant Not Agent. Except as County may specify in writing, PCVC shall have no authority, express or implied, to act on behalf of County in any capacity as an agent. PCVC shall not have authority, express or implied, pursuant to this Agreement to bind County to any contractual obligation whatsoever.

7. Assignment Prohibited. PCVC may not assign any right or obligation pursuant to this Agreement. Any attempted or purported assignment of any right or obligation pursuant to this Agreement shall be void and of no legal effect.

8. Standard of Performance. PCVC shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which PCVC is engaged. All products of whatsoever nature which PCVC delivers to County pursuant to this Agreement shall be prepared in a workmanlike manner and shall conform to the standards or quality normally observed by a person practicing in PCVC's profession. A violation of the standard of performance described in this paragraph shall constitute a material breach of the agreement.

9. Designated Representative. David S. Snyder, Director of Economic Development, is the representative of the County and will administer this Agreement for the County.

Lawrence A. Jordan, PCVC Chair is the authorized representative for the PCVC, until the vacant Executive Director position is filled. Changes in designated representatives shall occur only by advance written notice to the other party.

10. Notice and Correspondence.

A) Notice and correspondence to County regarding this contract should be delivered to:

David C. Snyder, Director of Economic Development  
County Executive Office  
175 Fulweiler Drive  
Auburn, CA 95603

B) Notice and correspondence to PCVC should be delivered to:  
Lawrence A. Jordan, President  
Placer County Visitor Information Center  
13411 Lincoln Way  
Auburn, CA 95603

11. Termination. Either party shall have the right to terminate this Agreement upon thirty (30) days notice by giving notice in writing of such termination to the other party. In the event County gives notice of termination, PCVC shall immediately cease rendering service upon receipt of such written notice, and the following shall apply:

- A) PCVC shall deliver copies of all writings prepared by it pursuant to this Agreement. The term "writings" shall be construed to mean and include: handwriting, typewriting, printing, photocopies, photographing, computer disks and every other means of recording upon any tangible things, and form of communication or representation, including letters, words, picture, sounds, or symbols, or combinations thereof.
- B) County shall have full ownership and control of all such writings or other communications delivered by PCVC pursuant to this Agreement.
- C) County shall pay PCVC the reasonable value of services rendered by PCVC to the date of termination pursuant to this Agreement not to exceed the amount documented by PCVC and approved by County as work accomplished to date; provided, however, that in no event shall the County be liable for lost profits which might have been made by PCVC had PCVC completed the services required by this Agreement. In this regard, PCVC shall furnish to the County such financial information as in the judgment of the County is necessary to determine the reasonable value of the services rendered by PCVC. In the event of a dispute as to the reasonable value of the services rendered by PCVC, the decision of the County shall be final. Acceptance of payment described in this paragraph shall constitute a complete accord and satisfaction as between the parties. The foregoing is cumulative and does not affect any right or remedy, which County may have in law or equity.

12. Ownership of Information. All professional and technical information developed under this Agreement and all work sheets, reports, and related data shall become the property of County and PCVC agrees to deliver reproducible copies of such documents to County on completion of the services hereunder.

PCVC, by signing this agreement, disclaims any copyright in the information published or produced in conjunction with this project.

13. Taxation of Possessory Interests. PCVC understands that this agreement may create a taxable possessory interest and that this paragraph provides consultant the statement of notification required by Revenue and Taxation Code Section 107.6.

14. Waiver. One or more waivers by one party of any major or minor breach or default of any provision term, condition, or covenant of this Agreement shall not operate as a waiver of any subsequent breach or default by the other party.

15. Entirety of Agreement. This Agreement contains the entire agreement of County and PCVC with respect to the subject matter hereof, and no other agreement, statement or promise made by any party, or to any employee, offer or agent of any party which is not contained in this Agreement shall be binding or valid.

16. Governing Law. This Agreement is executed and intended to be performed in the State of California, and the laws of California shall govern its interpretation and effect. Venue for any litigation arising from this agreement shall be the Superior Court for the County of Placer.

17. Interest of PCVC. PCVC covenants that it presently has no interest and shall not acquire any interest, direct, or indirect, which would conflict in any manner or degree with the performance of its services hereunder. PCVC further covenants that in the performance of this Agreement no person having any such interest shall be employed.

18. Maintenance of Records. All records shall be maintained by PCVC until any audit is completed and all questions arising therefore are resolved or for three years after completion of the project, whichever is sooner.

19. Amendment. This Agreement may be amended at any time upon the mutual written agreement of the parties.

# ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/18/2006

PRODUCER (916)645-3333 FAX (916)645-8226  
 Cornerstone Associates  
 Insurance Services, Inc  
 521 G Street  
 Lincoln, CA 95648

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 COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED Placer County Visitors Council, Inc.  
 13411 Lincoln Way  
 Auburn, CA 95603

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: HARTFORD	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	

## COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY 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 INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

NSR ADD'L TR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS								
	<b>GENERAL LIABILITY</b> <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$								
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$								
	<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN EA ACC \$ AUTO ONLY: AGG \$								
	<b>EXCESS/UMBRELLA LIABILITY</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DEDUCTIBLE RETENTION \$				EACH OCCURRENCE \$ AGGREGATE \$ \$ \$ \$								
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below				<table border="1"> <tr> <td>WC STATU-TORY LIMITS</td> <td>OTH-ER</td> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td>\$</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td>\$</td> </tr> </table>	WC STATU-TORY LIMITS	OTH-ER	E.L. EACH ACCIDENT	\$	E.L. DISEASE - EA EMPLOYEE	\$	E.L. DISEASE - POLICY LIMIT	\$
WC STATU-TORY LIMITS	OTH-ER												
E.L. EACH ACCIDENT	\$												
E.L. DISEASE - EA EMPLOYEE	\$												
E.L. DISEASE - POLICY LIMIT	\$												
	OTHER <b>Non-Profit Directors and Officers Liability</b>	NOA1304930	10/20/2005	10/20/2006	Aggregate: \$2,000,000 Deductible: \$5,000								

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS

**CERTIFICATE HOLDER**  
 Placer County  
 Office of Economic Development  
 Attn: Kelly Kreegan  
 175 Fulweiler Ave.  
 Auburn, CA 95603

**CANCELLATION**  
 SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR 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 INSURER, ITS AGENTS OR REPRESENTATIVES.  
 AUTHORIZED REPRESENTATIVE  
*Crystal Janese* 2/15

