

**ECONOMIC DEVELOPMENT SERVICES AGREEMENT FY 2019  
LARAMIE COUNTY, WYOMING / CHEYENNE LEADS**

THIS AGREEMENT is made and entered into by and between Laramie County, Wyoming, 310 West 19<sup>th</sup> Street, Suite 300, Cheyenne, WY 82001, ("COUNTY") and the Cheyenne-Laramie County Corporation for Economic Development (Cheyenne LEADS) ("CONTRACTOR"), 121 West 15<sup>th</sup> Street, Suite 304, P.O. Box 1045, Cheyenne, Wyoming 82003-1045. The parties agree as follows:

**I. PURPOSE**

The purpose of this Agreement is to obtain economic development services.

**II. TERM**

This Agreement shall commence upon the date the last signature is affixed hereto, and shall remain in full force and effect until June 30, 2019.

**III. RESPONSIBILITIES OF COUNTY**

On or about the 15<sup>th</sup> day of November and the 30<sup>th</sup> day of April during the term of this contract, upon presentation of a properly executed Payment Request Form prescribed by the Laramie County Clerk, COUNTY shall pay to CONTRACTOR the sum of \$25,000. COUNTY shall have no obligation to provide any additional funding, either cash or in kind, in this or any succeeding fiscal year. Payments shall be in accordance with Wyo. Stat. §16-6-602 (as amended).

**IV. RESPONSIBILITIES OF CONTRACTOR**

A. CONTRACTOR agrees to provide economic development services as follows:

1) Encourage economic development in Laramie County through activities designed to increase basic employment by organizations compatible with the Laramie County environment and enhance the county quality of life; and

2) Prepare and implement a marketing strategy to enhance the economic viability of Laramie County.

B. CONTRACTOR agrees that the funds paid by Laramie County pursuant to this Agreement shall not be for the express aid of any private citizen, firm or corporation or in violation of Article 16 §§ 6 of the Constitution of the State of Wyoming.

C. CONTRACTOR agrees that COUNTY is a member in good standing of the Cheyenne / Laramie County Corporation for Economic Development with all rights and benefits

appertaining to membership. CONTRACTOR further agrees that no type or class of membership is or shall be created with rights exceeding or superseding those of County.

D. CONTRACTOR agrees that a member of the Laramie County Commissioners, or their designee, as selected or designated by the Commissioners, shall be granted a position on the Executive Committee of Cheyenne LEADS with all rights and privileges accorded a LEADS member holding said position. Further, the Laramie County Commissioners, and/or their designee shall be given notice of and allowed to attend any and all meetings of the LEADS Board(s), including but not limited to any executive sessions.

E. CONTRACTOR agrees to provide, by May of the contract year, a report to COUNTY consisting at a minimum of a detailed accounting describing the economic development services provided pursuant to this agreement.

F. CONTRACTOR agrees to maintain generally accepted accounting procedures and practices, and to maintain books, records, documents and other evidence to sufficiently and properly reflect all transactions of any nature relating to this Agreement or any funds provided by or through Laramie County including, but not limited to the funds referenced herein, and any and all grants or loans acquired or received by or through Laramie County from any source. Such books, records, documents and other evidence shall be made available upon written request of the COUNTY for inspection at the offices of CONTRACTOR in Cheyenne, Wyoming.

G. CONTRACTOR agrees to retain all required records for three (3) years after the County makes final payment and all other matters relating to the Agreement are concluded. CONTRACTOR agrees to permit access by the COUNTY or any of its duly authorized representatives to any books, documents, papers and records of the CONTRACTOR which are directly pertinent to this specific Agreement for purposes including but not limited to audit, examination, excerpts, and transcriptions. It is agreed that finished or unfinished documents, data or reports, prepared by CONTRACTOR under this contract shall be considered the property of the COUNTY and upon completion of the services to be performed, or upon termination of this Agreement for cause, or for the convenience of the COUNTY, will be turned over to the COUNTY. The CONTRACTOR shall allow access to its facility and records by the COUNTY or its representatives.

## **V. GENERAL PROVISIONS**

A. Independent Contractor: The services to be performed by CONTRACTOR are those of an independent contractor and not as an employee of COUNTY. CONTRACTOR is not eligible for Laramie County Employee benefits and will be treated as an independent contractor for federal tax filing purposes. CONTRACTOR assumes responsibility for its personnel who provide services pursuant to this contract and will make all deductions required of employers by state, federal and local laws and shall maintain liability insurance for each of them. CONTRACTOR is free to perform the same or similar services for others.

B. Acceptance Not Waiver: COUNTY approval of the reports, and work or materials furnished hereunder shall not in any way relieve CONTRACTOR of responsibility for the technical accuracy of the work. COUNTY approval or acceptance of, or payment for, any of the services shall not be construed to operate as a waiver of any rights under this Agreement or of any cause of action arising out of the performance of this Agreement.

C. Termination: This Agreement may be terminated (a) by either party at any time for failure of the other party to comply with the terms and conditions of this agreement; (b) by either party, with thirty (30) days' prior written notice to the other party; or (c) upon mutual written agreement by both parties.

D. Entire Agreement: This Agreement (5 pages) represents the entire and integrated agreement and understanding between the parties and supersedes all prior negotiations, statements, representations and agreements, whether written or oral.

E. Assignment: Neither this Agreement, nor any rights or obligations hereunder shall be assigned or delegated by a party without the prior written consent of the other party.

F. Modification: This Agreement shall be modified only by a written agreement, duly executed by all parties hereto.

G. Invalidity: If any provision of this Agreement is held invalid or unenforceable by any court of competent jurisdiction, or if the COUNTY is advised of any such actual or potential invalidity or unenforceability, such holding or advice shall not invalidate or render unenforceable any other provision hereof. It is the express intent of the parties that the provisions of this Agreement are fully severable.

H. Applicable Law and Venue: The parties mutually understand and agree this Agreement shall be governed by and interpreted pursuant to the laws of the State of Wyoming. If any dispute arises between the parties from or concerning this Agreement or the subject matter hereof, any suit or proceeding at law or in equity shall be brought in the District Court of the State of Wyoming, First Judicial District, sitting at Cheyenne, Wyoming. The foregoing provisions of this paragraph are agreed by the parties to be a material inducement to CONTRACTOR and to COUNTY in executing this Agreement. This provision is not intended nor shall it be construed to waive COUNTY's governmental immunity as provided in this Agreement.

I. Contingencies: CONTRACTOR certifies and warrants no gratuities, kick-backs or contingency fees were paid in connection with this Agreement, nor were any fees, commissions, gifts or other considerations made contingent upon the award of this Agreement.

J. Discrimination: All parties agree they will not discriminate against any person who performs work under the terms and conditions of this Agreement because of race, color, gender, creed, handicapping condition, or national origin.

K. ADA Compliance: All parties agree they will not discriminate against a qualified individual with disability, pursuant to a law as set forth in the Americans With Disabilities Act, P.L. 101-336, 42 U.S.C. § 12101, *et seq.*, and/or any properly promulgated rules and regulations relating thereto.

L. Governmental/Sovereign Immunity: COUNTY does not waive its Governmental/Sovereign Immunity, as provided by any applicable law including W.S. § 1-39-101 *et seq.*, by entering into this Agreement. Further, COUNTY fully retains all immunities and defenses provided by law with regard to any action, whether in tort, contract or any other theory of law, based on this Agreement.

M. Indemnification: To the fullest extent permitted by law, CONTRACTOR agrees to indemnify and hold harmless COUNTY, its elected and appointed officials, employees and volunteers from any and all liability for injuries, damages, claims, penalties, actions, demands or expenses arising from or in connection with work performed by or on behalf of CONTRACTOR for COUNTY except to the extent liability is caused by the sole negligence or willful misconduct of COUNTY or its employees. CONTRACTOR shall carry liability insurance sufficient to cover its obligations under this provision and provide COUNTY with proof of such insurance.

N. Third Parties: The parties do not intend to create in any other individual or entity the status of third party beneficiary, and this Agreement shall not be construed so as to create such status. The rights, duties and obligations contained in this Agreement shall operate only between the parties to the Agreement, and shall inure solely to the benefit of the parties to this Agreement.

O. Conflict of Interest: COUNTY and CONTRACTOR affirm, to their knowledge, no CONTRACTOR employee has any personal beneficial interest whatsoever in the agreement described herein. No staff member of CONTRACTOR, compensated either partially or wholly with funds from this Agreement, shall engage in any conduct or activity which would constitute a conflict of interest relative to this Agreement.

P. Force Majeure: Neither party shall be liable to perform under this Agreement if such failure arises out of causes beyond control, and without the fault or the negligence of said party. Such causes may include, but are not restricted to, Act of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. In every case, however, a failure to perform must be beyond the control and without the fault or the negligence of said party.

Q. Limitation on Payment: COUNTY's payment obligation is conditioned upon the availability of funds which are appropriated, allocated or approved by the electorate for the payment of this obligation. If funds are not allocated, appropriated or approved and available, in the fiscal judgment of the COUNTY, for the continuance of the services and equipment provided by CONTRACTOR the Agreement may be terminated by COUNTY at the end of the period for which funds are available. No penalty shall accrue to COUNTY in the event this provision is

exercised, and COUNTY shall not be obligated or liable for any future payments due or for any damages as a result of termination under this provision.

R. Notices: All notices required and permitted under this Agreement shall be deemed to have been given, if and when deposited in the U.S. Mail, properly stamped and addressed to the party for whom intended at such parties' address listed herein, or when personally delivered personally to such party. A party may change its address for notice hereunder by giving written notice to the other party.

S. Compliance with Laws: CONTRACTOR shall comply with all applicable laws, regulations and ordinances, whether Federal, State or Local.

By: \_\_\_\_\_ Date \_\_\_\_\_  
K.N. Buck Holmes, Laramie County Commissioners

ATTEST:

By: \_\_\_\_\_ Date \_\_\_\_\_  
Debra K. Lee, Laramie County Clerk

CHEYENNE LEADS

By: Pandy D. Brun Date 16 July 2018  
Chief Executive Officer

ATTEST:

By: Dawn Culpepper Date July 16, 2018  
~~Secretary~~ Office manager

This Agreement is effective the date of the last signature affixed to this page.

REVIEWED AND APPROVED AS TO FORM:

By: [Signature] Date 7/16/18  
Laramie County Attorney