

AGREEMENT FOR VETERINARY PROFESSIONAL SERVICES

This Agreement is made and entered into by and between the County of Lake, hereinafter referred to as “County”, a political subdivision in the State of California, and Bennett Veterinary Professional Services, Inc. (DBA The Shelter Link), holder of a veterinary license issued by the California Veterinary Medical Board, hereinafter referred to as “Contractor”, collectively referred to as the “parties”.

1. SERVICES. Subject to the terms and conditions set forth in this Agreement, Contractor shall provide to County the services described in the Scope of Services attached hereto and incorporated herein as Exhibit A at the time and place and in the manner specified therein. In providing said services, Contractor shall comply with all provisions in Exhibit C, attached hereto and incorporated herein. In the event of a conflict in or inconsistency between the terms of this Agreement and Exhibits A/B/C, the Agreement shall prevail.

2. TERM. This Agreement shall commence on July 1, 2026, and shall terminate on June 30, 2027, unless earlier terminated as hereinafter provided. In the event County desires to temporarily continue services after the expiration of this Agreement, such continuation shall be deemed on a month-to-month basis, subject to the same terms, covenants, and conditions contained herein.

3. COMPENSATION. Contractor has been selected by County to provide the services described hereunder in Exhibit “A” (Scope of Services), attached hereto. The County shall compensate Contractor for services rendered, in accordance with the provisions set forth in Exhibit B (Financial Provisions), attached hereto, provided that contractor is not in default under any provisions of this agreement. Notwithstanding any other provision of this Agreement, compensation to Contractor shall not exceed One Hundred Four Thousand Dollars (\$104,000). Compensation to Contractor is contingent upon appropriation of federal, state, and county funds.

4. TERMINATION.

Notwithstanding any other provision in this Agreement, this Agreement may be terminated by mutual consent of the parties or by County upon 30 days written notice to Contractor. In the event of non-appropriation of funds for the services provided under this Agreement, County may terminate this Agreement, without termination charge or other liability.

In addition to any other remedies available under this Agreement or applicable law, County may, at its sole discretion, take one or more of the following actions in response to Contractor’s noncompliance with or breach of this Agreement:

- a. Require Contractor to submit and implement a corrective action plan (CAP);
- b. Require additional training, supervision, or technical assistance;
- c. Suspend referrals or authorization of services;
- d. Withhold, delay, or deny payment for services;
- e. Disallow costs and recoup funds previously paid to Contractor and not used for services specifically outlined in Exhibit A of this Agreement; and/or
- f. Terminate this Agreement upon fifteen (15) days written notice to Contractor.

The exercise of any of the above remedies shall not preclude County from exercising any other rights or remedies available under this Agreement or at law.

Upon termination, Contractor shall be paid a prorated amount for the services provided up to the date of termination. Within thirty (30) days of the effective date of termination, Contractor shall:

- a. Submit all financial documents for the effective period of this Agreement, including but not limited to, invoices, canceled checks, bookkeeping records, financial ledgers, and bank records;
- b. Return any payments received that are above and beyond said prorated amount based on the results of an audit by County of said financial documents.

5. MODIFICATION. This Agreement may only be modified by a written amendment hereto, executed by both parties; however, matters concerning scope of services which do not affect the compensation may be modified by mutual written consent of Contractor and County executed by the County Animal Control Director.

6. NOTICES. All notices between the parties shall be in writing addressed as follows:

County of Lake
Animal Care & Control Department
4949 Helbush Drive
Lakeport, CA 95453
Attn: Animal Control Director

Bennett Veterinary Professional Services, Inc.
(DBA The Shelter Link)
876 Walker Street
Woodland, CA 95776
Attn: Dr. Jennifer Bennett

7. EXHIBITS. The Agreement Exhibits, as listed below, are incorporated herein by reference:

- Exhibit A – Scope of Services
- Exhibit B – Fiscal Provisions
- Exhibit C – Compliance Provisions

8. TERMS AND CONDITIONS. Contractor warrants that it will comply with all terms and conditions of this Agreement and Exhibits, and all other applicable federal, state and local laws, regulations and policies.

9. INTEGRATION. This Agreement, including attachments, constitutes the entire agreement between the parties regarding its subject matter and supersedes all prior Agreements,

Executed at Woodland, California on June 30, 2026.

COUNTY OF LAKE

CONTRACTOR



CHAIR, Board of Supervisors

Bennett Veterinary Services, Inc.,
DBA The Shelter Link

ATTEST:
SUSAN PARKER
Clerk to the Board of Supervisors

By: _____

APPROVED AS TO FORM:
LLOYD C. GUINTIVANO
County Counsel

By: _____

Digitally signed by Lloyd C. Guintivano
DN: cn=Lloyd C. Guintivano, c=US,
o=County of Lake, ou=Office of the County
Counsel,
email=Lloyd.Guintivano@lakecountycal.gov
Date: 2026.06.30 14:53:25 -0700

AGREEMENT FOR VETERINARY PROFESSIONAL SERVICES

EXHIBIT “A” – SCOPE OF SERVICES

1. GENERAL CONTRACTOR RESPONSIBILITIES

1.1 Contractor’s Specified Services: Contractor shall direct activities of the Lake County Animal Care & Control medical program and provide direction and guidance to the County’s assigned Registered Veterinary Technician and Veterinary Assistants pursuant to Contractor’s veterinary license issued by the California Veterinary Medical Board. The parties acknowledge that County employees are not responsible for providing the Contractor’s aforementioned direction pursuant to the license issued by the California Veterinary Medical Board. Contractor’s services shall include, but not be limited to the following:

A. Contractor will serve as the Veterinarian of Record (VOR) and Veterinary Premise Permit holder for the LCACC and as such shall develop, provide, and train shelter staff with protocols for shelter medicine and surgical processes, community medicine, and community clinic based services, where deemed appropriate for the needs of the community and where permissible by state and local laws. Contractor may also provide shelter staff training for technical skills, protocol implementation training and direction, shelter leadership training, professional veterinary staff recruitment and retention support services, establish external professional and purchasing relationships, and establish controlled substance handling and reporting procedures where required by law. All services provided under this VOR role will be identified and prioritized in collaboration with shelter leadership and community needs, and shall be at the discretion of the Contractor in accordance with the law. Contractor shall maintain professional licenses required to provide these services. VOR services shall be provided for a fee-for-service retainer (charged on a weekly basis and invoiced monthly). In addition to the aforementioned, additional professional services may be provided at the request of the shelter and will be billed on an hourly rate beyond the contracted retainer fee. These additional services include: clinical veterinary medicine and surgical services, forensic examinations and necropsy services, legal reporting and expert witness services, establishment of foster, volunteer and telemedicine programs, and training for disaster management work. This list is not exhaustive and other services may be requested as needs are identified or requested by the County shelter. As a veterinary professional, the Contractor retains the ability to determine professional scope, legality, and ability to provide such services.

B. Provide telephonic veterinary consulting to the Registered Veterinary Technician (RVT) regarding impounded animals in accordance with the California Veterinary Medical Practice Act.

C. Create and direct, in cooperation with the Animal Care & Control Director and the assigned Registered Veterinary Technician, protocols for the care of impounded animals , i.e. disease control, housing, isolating, treatments, fostering.

D. Provide daily reports to the county detailing the breakdown of hour-surgeries, exams, treatments, etc., and type of services provided under the contract for purposes of compensation

under Exhibit “B”. The County and the Contractor will mutually agree upon the format for reporting hours.

E. Contractor shall cooperate with County and County Staff in the performance of all work herein.

F. Contractor shall perform all work in a manner consistent with the level of competency and standard of care normally observed by a person practicing in Contractor’s profession. If County determines that any of the Contractor’s work is not in accordance with such level of competency and standard of care, County, in its sole discretion, shall have the right to do any or all of the following: (a) terminate this Agreement pursuant to the provisions of Section 4; or (b) pursue any and all other remedies at law in equity.

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1.2 Hours of Service:

A. The parties acknowledge the shelter’s usual operating hours, as designated by the

County, and Contractor agrees to reasonably conform to the shelter’s normal operating hours upon receiving reasonable notice of said hours from the County.

1.3 Contractor shall maintain the proper applicable license/s necessary to perform and conduct the veterinary professional services under this Agreement. The parties acknowledge that Contractor may provide veterinary professional services

1.4 The parties acknowledge that Contractor may provide veterinary professional services to other persons or entities separate and independent of the services provided under this Agreement.

EXHIBIT “B” – FISCAL PROVISIONS

1. COUNTY RESPONSIBILITIES. Contractor shall be paid based on the services performed under this Agreement based on the following fee schedule:

Shelter Tier 1: \$500/week

Small capacity shelters, rescues, and foster-based organizations with basic medical care programs including: comprehensive intake process, vaccines, parasite prevention and treatment, diarrhea and respiratory illness care, behavior and pain management plans, and trauma triage protocol needs. Foundations for basic shelter medicine and care.

Shelter Tier 2: \$1,000/week

Small to medium capacity shelters, often municipal or with contracts, surgery or community outreach programs, with staff equipping to administer comprehensive medical care including: all basic medical care protocols and the addition of laboratory diagnostics, radiology, surgical care protocols, advanced medical care for infectious disease, trauma triage, wound care, often through licensed veterinary technicians and trained assistants.

Shelter Tier 3: \$2,000/week

Medium-large capacity shelters, which can be municipal or private with or without contracts, onsite and offsite surgery or community outreach programs, volunteer and telemedicine based programs, with medical staff equipped to administer comprehensive medical care and surgical care including: all basic and comprehensive medical care protocols and the addition of advanced protocol training, DEA licensed controlled drug program and associated protocols, program implementation, leadership coaching and support, medical staff recruitment and retention support, forensics and rescue training programs, in person staff and stakeholder meetings and more. This level of shelter partnership often involves specialized protocols to meet community and shelter needs.

Tier level is determined by the Contractor based on these general descriptions and other information gathered during the shelter assessment, and these may be adjusted after the first 6 months or when legal or organizational changes occur that may affect services. Billed in monthly (4 week) increments, due within 30 days of invoicing and within 30 days of start/end of contracted services).

Hourly Rates for Other Specific Services:

\$250/hour for additional optional requested additional VOR services provided (training, protocol development, professional mentorship, administrative, etc.)

\$150/hour for optional DVM services provided (performing HQHVSN, other requested surgery, forensic investigative and on-site medical work, etc.). Travel and onsite time requested beyond the routine initial assessment and check-in visit schedule will be billed at this rate.

Payment will be made on the last Friday of each month. Contractor is responsibility for submitting the appropriate invoice no later than one week prior to the last Friday of the month.

2. CONTRACTOR FINANCIAL RECORDS. Contractor shall keep financial records for funds received hereunder, separate from any other funds administered by Contractor, and maintained in accordance with Generally Accepted Accounting Principles and Procedures and the Office of Management and Budget's Cost Principles.

3. AUDIT REQUIREMENTS AND AUDIT EXCEPTIONS.

3.1 Contractor warrants that it shall comply with all audit requirements established by County and will provide a copy of Contractor's Annual Independent Audit Report, if applicable.

3.2 County may conduct periodic audits of Contractor's financial records, notifying Contractor no less than 48 hours prior to scheduled audit. Said notice shall include a detailed listing of the records required for review. Contractor shall allow County, or other appropriate entities designated by County, access to all financial records pertinent to this Agreement.

3.3 Contractor shall reimburse County for audit exceptions within 30 days of written demand or shall make other repayment arrangements subject to the approval of County.

4. REPORTING REQUIREMENTS

Appendix 1. The Shelter at LCACC Requirements - Bimonthly Report

(due on the 15th of every other month beginning 30 days after start of services)

4.1 County shall provide a bimonthly report to Contractor consisting of the following:

- a. general physical conditions of the shelter
- b. current staffing and personnel roster at the shelter
- c. the number of clients and patients accessing diagnostic or radiological services, either onsite or at an accessible offsite facility.
- d. the number of animals retained in the shelter
- e. the number of patient records at the shelter
- f. the number of veterinary services conducted onsite at the shelter
- g. the number of veterinary services conducted offsite at the shelter
- h. the number of privately-owned deceased animals kept for a minimum of 14 days at the shelter.

- i. the number of surgeries performed on animals in the shelter, including delivery of anesthesia.

EXHIBIT “C” – COMPLIANCE PROVISIONS

1. INFORMATION INTEGRITY AND SECURITY. Contractor shall immediately notify County of any known or suspected breach of personal, sensitive and confidential information related to Contractor’s work under this Agreement.

2. NON-DISCRIMINATION. Contractor shall not unlawfully discriminate against any qualified worker or recipient of services because of race, religious creed, color, sex, sexual orientation, national origin, ancestry, physical disability, mental disability, medical condition, marital status or age.

3. INDEMNIFICATION AND HOLD HARMLESS. Contractor agrees to accept all responsibility for loss or damage to any person or entity, including but not limited to County, and to defend, indemnify, hold harmless, reimburse and release County, its officers, agents, and employees, from and against any and all actions, claims, damages, disabilities, liabilities and expense including, but not limited to attorney’s fees and the cost of litigation incurred in the defense of claims as to which this indemnity applies or incurred in an action by County to enforce the indemnity provisions herein, whether arising from personal injury, property damage or economic loss of any type, that may be asserted by any person or entity, including Contractor, arising out of or in connection with the performance of contractor hereunder, whether or not there is concurrent negligence on the part of the County, but, to the extent required by law, excluding liability due to the sole or active negligence or due to willful misconduct of County. If there is a possible obligation to indemnify, Contractor’s duty to defend exists regardless of whether it is ultimately determined that there is no duty to indemnify. County shall have the right to select its own legal counsel at the expense of Contractor, subject to Contractor’s approval, which approval shall not be unreasonably withheld. This indemnification obligation is not limited in anyway by any limitation on the amount or type of damages or compensation payable to or for Contractor or its agents under worker’s compensation acts, disability benefit acts, or other employee benefits acts.

5. STANDARD OF CARE. Contractor represents that it is specially trained, licensed, experienced and competent to perform all the services, responsibilities and duties specified herein and that such services, responsibilities and duties shall be performed in a manner according to generally accepted practices.

6. INTEREST OF CONTRACTOR. Contractor assures that neither it nor its employees has any interest, and that it shall not acquire any interest in the future, direct or indirect, which would conflict in any manner or degree with the performance of services hereunder.

7. DUE PERFORMANCE – DEFAULT. Each party agrees to fully perform all aspects of this agreement. If a default to this agreement occurs then the party in default shall be given written notice of said default by the other party. If the party in default does not fully correct (cure) the default within 30 days of the date of that notice (i.e. the time to cure) then such party shall be in default. The time period for corrective action of the party in default may be extended in writing executed by both parties, which must include the reason(s) for the extension and the date the extension expires. Notice given under this provision shall specify the alleged default and the applicable Agreement provision and shall demand that the party in default perform the provisions of this Agreement within the applicable time period. No such notice shall be deemed a termination of this Agreement, unless the party giving notice so elects in that notice, or so elects in a subsequent written notice after the time to cure has expired.

8. INSURANCE.

8.1 Contractor shall procure and maintain Comprehensive Automobile Liability Insurance, both bodily injury and property damage, on owned, hired, leased and non-owned vehicles used in connection with Contractor's business in an amount of not less than one million dollars (\$1,000,000) combined single limit coverage per occurrence.

8.2 Contractor shall procure and maintain Professional Liability Insurance for the protection against claims arising out of the performance of services under this Agreement caused by errors, omissions or other acts for which Contractor is liable. Said insurance shall be written with limits of not less than one million dollars (\$1,000,000).

8.3 Contractor shall not commence work under this Agreement until it has obtained all the insurance required hereinabove and submitted to County certificates of insurance naming the County of Lake as a certificate holder. Contractor agrees to provide to County, at least 30 days prior to expiration date, a new certificate of insurance.

8.4 In case of any subcontract, Contractor shall require each subcontractor to provide all of the same coverage as detailed hereinabove. Subcontractors shall provide certificates of insurance naming the County of Lake as certificate holder and shall submit new certificates of insurance at least 30 days prior to expiration date. Contractor shall not allow any subcontractor to commence work until the required insurances have been obtained.

8.5 For any claims related to the work performed under this Agreement, the Contractor's insurance coverage shall be primary insurance as to the County, its officers, officials, employees, agents and volunteers. Any insurance or self-insurance maintained by County, its officers, officials, employees, agents or volunteers shall be in excess of the Contractor's insurance and shall not contribute with it.

8.6 All insurance required hereinabove must each contain, or be endorsed to contain, the following provision: The County, its officers, officials, employees, agents, and volunteers are to be named as certificate holder and shall be added in the form of an endorsement to Contractor's insurance on Form CG 20 10 11 85.

8.7 Insurance coverage required of Contractor under this Agreement shall be placed with

insurers with a current A.M. Best rating of no less than A: VII. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve the Contractor for liability in excess of such coverage, nor shall it preclude County from taking other action as is available to it under any other provision of this Agreement or applicable law. Failure of County to enforce in a timely manner any of the provisions of this section shall not act as a waiver to enforcement of any of these provisions at a later date.

8.8 Any failure of Contractor to maintain the insurance required by this section, or to comply with any of the requirements of this section, shall constitute a material breach of the entire Agreement.

9. ATTORNEY'S FEES AND COSTS. If any action at law or in equity is necessary to enforce or interpret the terms of this Agreement, the prevailing party shall be entitled to reasonable attorney's fees, costs, and necessary disbursements in addition to any other relief to which such party may be entitled.

10. ASSIGNMENT. Contractor shall not assign any interest in this Agreement and shall not transfer any interest in the same without the prior written consent of County. Written notice of any such transfer shall be furnished promptly to County. Any attempt at assignment of rights under this Agreement except for those specifically consented to by both parties or as stated above shall be void.

11. PAYROLL TAXES AND DEDUCTIONS. Contractor shall promptly forward payroll taxes, insurances, and contributions to designated governmental agencies.

12. INDEPENDENT CONTRACTOR. It is specifically understood and agreed that, in the making and performance of this Agreement, Contractor is an independent contractor and is not an employee, agent or servant of County. Contractor is not entitled to any employee benefits. County agrees that Contractor shall have the right to control the manner and means of performance and accomplishing the results under the Agreement herein. Contractor is solely responsible for the payment of all federal, state and local taxes, charges, fees, or contributions required with respect to Contractor and Contractor's officers, employees, and agents who are engaged in the performance of this Agreement (including without limitation, unemployment insurance, social security and payroll tax withholding.)

13. OWNERSHIP OF DOCUMENTS. All non-proprietary reports, drawings, renderings, or other documents or materials prepared by Contractor hereunder are the property of County.

14. SEVERABILITY. If any provision of this Agreement is held to be unenforceable, the remainder of this Agreement shall be severable and not affected thereby.

15. ADHERENCE TO APPLICABLE DISABILITY LAW. Contractor shall be responsible for knowing and adhering to the requirements of Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act, (42 U.S.C. Sections 12101, et seq.). California Government Code Sections 12920 et seq., and all related state and local laws.

16. HIPAA COMPLIANCE. Contractor will adhere to all applicable Federal and State statutes and regulations, including the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and will make his best efforts to preserve data integrity and the confidentiality of protected health information.

17. SAFETY RESPONSIBILITIES. Contractor will adhere to all applicable CalOSHA requirements in performing work pursuant to this Agreement. Contractor agrees that in the performance of work under this Agreement, Contractor will provide for the safety needs of its employees and will be responsible for maintaining the standards necessary to minimize health and safety hazards.

18. JURISDICTION AND VENUE. This Agreement shall be construed in accordance with the laws of the State of California and the parties hereto agree that venue of any action or proceeding regarding this Agreement or performance thereof shall be in Lake County, California.

Contractor waives any right of removal it might have under California Code of Civil Procedure Section 394.

19. RESIDENCY. All independent contractors providing services to County for compensation must file a State of California Form 590, certifying California residency or, in the case of a corporation, certifying that they have a permanent place of business in California.

20. NO THIRD-PARTY BENEFICIARIES. Nothing contained in this Agreement shall be construed to create, and the parties do not intend to create, any rights in or for the benefit of third parties.