

DIVISION OF VOCATIONAL REHABILITATION
Contract Agreement

THIS AGREEMENT IS MADE EFFECTIVE THE 27th day of April by and between the Division of Vocational Rehabilitation, hereafter "DVR," and **Van Conversions, Inc.** hereinafter "vendor."

TERM

- A. The term of this agreement shall be from April 27th, 2012 through July 25th, 2012.

PURPOSE

- B. The purpose of this agreement shall be for DVR to purchase vehicle modifications for a DVR client.

Vehicle – 2010 E150 Ford Econoline - Van Modification Specifications Includes:

- 1. Automatic Dual Post Lift.**
- 2. Powered Side Entry Doors.**
- 3. Outside and Inside Controls.**
- 4. Push/Pull Style Tri-Pin Hand Controls.**
- 5. Tri-Pin Steering Aid.**
- 6. Zero Effort Steering.**
- 7. Horizontal Steering Column 10".**
- 8. Low Effort Brakes.**
- 9. Remote Turn Signals, High Beams, Washers/Wipers and Horn.**
- 10. Powered Climate Controls**
- 11. Electric Parking Brake and Transmission.**
- 12. Electronic Toggle Switches or Touchpad for Controls.**
- 13. 4"-6" ATOP Mirrors**
- 14. Manual Wheelchair Tiedown and Occupant Restraint System (Driving and Non-Driving Positions).**
- 15. 9" Lowered Floor.**
- 16. Fire Extinguisher.**
- 17. Adapted Shifter.**
- 18. Estimated Shipping and Handling Charges.**
- 19. 1 Year Warrantee on Parts and Labor.**

Performance Requirements:

- A. Vehicle modifications are completed within 90 days of receiving the vehicle.
- B. Final payment to vendor is contingent on the acceptance of the work by the client, DVR Counselor, and Moss Rehabilitation as a satisfactory vehicle modification.
- C. All work completed follows the contract specifications and submitted bid.

- D. Contract is contingent on the DVR client purchasing the vehicle prior to modifications being conducted.
- E. Vendor will provide a guarantee on parts and labor for minimum of one year, or according to the parts guarantee of the manufacture if it is longer.
- F. Vendor has liability insurance of one million dollars and provides evidence prior to starting vehicle modifications.

APPLICABLE PROVISIONS

Vendor represents that it is in compliance with all applicable federal laws, rules, regulations, licensing standards, and specifically represents that it complies with the Drug-Free Workplace Act of 1988.

Vendor agrees that it will conduct its business as an employer and service provider in compliance with all federal and state anti-discrimination acts, laws, rules, and regulations, including Title VII of the Civil Rights Act, the Age Discrimination in Employment Act, and The Americans with Disabilities Act. Vendor agrees that it will not discriminate as an employer or service provider on the basis of race, color, national origin, religion, sex, marital status, or disability.

Vendor agrees to comply with all Federal and State licensing standards, all applicable accrediting standards which are appropriate to the service provided and are related to quality of service, zoning, fire, health, and safety requirements. Vendor agrees to comply with all DVR regulations related to confidentiality of information regarding clients liable to the same extent as DVR for any breach thereof by Vendor.

RECORDS AND REPORTS

Vendor shall send all bills, work orders and other documentation with requests for payment at the milestones outlined to the DVR counselor.

MISCELLANEOUS

Counterparts: This Agreement may be executed in any number of counterparts, each of which shall constitute one and the same Agreement.

Entire Agreement: This Agreement contains the entire Agreement of the parties hereto and supersedes all prior agreements, contracts and understandings whether written or oral between the parties and related to the subject matter hereof.

Severability: If any part, term or provision of this Agreement is illegal, invalid, and/or unenforceable the remaining portions or provisions of the Agreement, and any other application of such part, term, or provision shall not be affected.

Force Majeure: Each party to this Agreement shall not be liable to the others for failure to perform any of its obligations hereunder due to a cause or causes beyond its reasonable control, including, but not limited to, acts of God or public enemy, fires, floods, storms, tornadoes, earthquakes, riots, strikes, blackouts, telephone outage, war or war operations, restraints of government, or other causes which cannot with reasonable diligence be controlled or prevented by such party.

PAYMENTS AND CHARGES

Payment to Vendor: DVR shall pay Sixty Nine Thousand Eight Hundred Fifty Dollars and Zero Cents (\$69,850.00) for the vehicle modifications. Payments will be made in two equal payments of Thirty Four Thousand Nine Hundred Twenty Five Dollars and Zero Cents (\$34,925.00). The first payment will be due after the agreement is signed; the second payment will be due upon completion of all required specifications.

DISPUTE RESOLUTION

In the event the parties are unable to resolve any dispute which may arise between them by direct negotiation, the parties agree to mediation in an attempt to resolve the dispute. If the parties are unable to resolve the dispute by mediation, the parties agree to submit the dispute to binding arbitration, in accordance with the arbitration rules of the American Arbitration Association. Such arbitration shall be conducted at the DVR location. The decision reached through arbitration shall be final and binding on both parties. Vendor shall continue to provide services under the terms of this Agreement during the arbitration, at the fees then in effect.

CANCELLATION

Either party may cancel this agreement upon 30 days written notice.

VAN MODIFICATION CONTRACT AGREEMENT

SIGNATURE PAGE

IN WITNESS WHEREOF, the parties have executed this agreement the year and date written.

**STATE OF DELAWARE
DEPARTMENT OF LABOR
DIVISION OF VOCATIONAL REHABILITATION, by:**

**John J. McMahon, Jr., Secretary of Labor
Department of Labor**

Date: _____

**Andrea Guest, Director
Division of Vocational Rehabilitation**

Date: _____

VAN CONVERSIONS INC., by:

Laurie Scherrer, Manager

Date: _____