

880 SC Description – Additional Component

Title 17 §54342. Types of Services: (80) Additional Component - Service Code 880.

A regional center shall classify a vendor as a provider of transportation services - additional component if the vendor:

- (A) Is vendored separately from the primary service.
- (B) Provides services by employees of the primary service agency; and
- (C) Provides the regional center with proof of adequate insurance as designated by the vendoring regional center in accordance with the Welfare and Institutions Code, Section 4648.3.

Section I. Operational Requirements

Must have a facility to operate in Regional Center service area:

Yes No

Business License (Attach Copy)

Yes No

Independent Audit or Review

In accordance with California Welfare and Institutions Code §4652.5, entities receiving payments from one or more Regional Centers shall contract with an independent accounting firm for an audit or review of its financial statements, if those payments:

- 1) Exceed \$250,000, but is less than \$500,000 obtain an annual independent audit or annual independent review and submit it to the Regional Center.
- 2) Exceed \$500,000, obtain an annual independent audit and submit it to Regional Center.

Section II. Insurance Requirements

Very Important: Reference Section 13 of Service Agreement for Insurance Specifications:

- 1) Worker's Compensation Insurance; and,
- 2) Public Liability, Property Damage, and Other Insurance: The CONTRACTOR shall at all times during the term of this Agreement maintain public liability and property damage insurance (including automotive coverage), with endorsements satisfactory to the CENTER and in the amount of **One Million Dollars (\$1,000,000.00)** combined single limit.

Certificate of Professional & Liability Insurance (Attach Copy)

On File

Expiration Date:

Section III. Vehicle Requirements

880 SC Contractual Vehicle Requirements

All vehicle equipment shall at all times comply with all applicable State, Federal and local vehicle codes and specifications. Vehicle inspection reports or documentation that with any items cited for repairs or completions must be satisfactorily addressed, and immediately forwarded to the Broker. Vehicle specifications will be cleared by the Broker, prior to implementation.

R&D will require the following vehicle specifications along with photographs of each vehicle that will be utilized for transportation prior to service implementation.

Please note that vehicles with capacity for 10+ passengers (includes the driver) require a Class B Commercial Driver License.

<input type="checkbox"/> Vehicle Make	<input type="checkbox"/> Vehicle Model / Year	<input type="checkbox"/> Vehicle Miles	<input type="checkbox"/> Vehicle License Plate #:
<input type="checkbox"/> Vehicle Registration (Attach Copy)	<input type="checkbox"/> Vehicle Registration Expiration Date	<input type="checkbox"/> Vehicle Identification Number (VIN) #:	<input type="checkbox"/> Passenger Seat Configurations # of Ambulatory Seats: # of Wheelchair Spaces:

Section IV. Driver Requirements

New Hire		New Hire Training Completed 40/hours for new driver; 20/hours for experienced driver		
<input type="checkbox"/> H-6 (within past 30days)	<input type="checkbox"/> Driver License (Class B, if applicable)	<input type="checkbox"/> New Hire Orientation	<input type="checkbox"/> Route Orientation	<input type="checkbox"/> Sensitivity Training
<input type="checkbox"/> Pull Notice expiration date	<input type="checkbox"/> VDDP Expiration	<input type="checkbox"/> Mandated Reporting	<input type="checkbox"/> Emergency Procedures	<input type="checkbox"/> Emergency Preparedness Plan
<input type="checkbox"/> Background clearance	<input type="checkbox"/> Medical Card Expiration	<input type="checkbox"/> SIR Training	<input type="checkbox"/> Wheelchair Securement	<input type="checkbox"/> Other
<input type="checkbox"/> Pre-Employment Drug Test	<input type="checkbox"/> CPR/First Aid	<input type="checkbox"/> Abuse Reporting	<input type="checkbox"/> Accident Procedures	

By signing below, I hereby confirm that I understand the expectations of transportation service providers and acknowledge that I have reviewed the contract boilerplate. This document is intended for my reference and will not take the place of my thorough review of the service agreement.

Vendor Signature	Date
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