

**Memorandum of Understanding for the Texas Work-study Program  
Between  
Laredo Community College  
and  
Webb County**

This Memorandum of Understanding ("MOU") is hereby entered into by and between Laredo Community College, a member of The Laredo Community College System, an agency of the State of Texas (hereinafter called "Community College"), acting by and through its President, and Webb County, administrative agency of the State of Texas (hereinafter called "County").

**PREAMBLE**

WHEREAS, Webb County seeks the services of work-study employees from Laredo Community College; and

WHEREAS, Laredo Community College wishes to work collaboratively in preparing and providing work-study employees to Webb County office(s) fully paid under the Texas Work-study Funding

NOW, THEREFORE, in consideration of the premises, mutual covenants, and agreements contained herein, the parties hereto hereby agree as follows:

**STATEMENT OF GENERAL DUTIES AND OBLIGATION**

**Community College RESPONSIBILITIES**

- A. Community College will provide full funding paid for the student employee under the Texas Work-study Program.*
- B. Community College will allow five work-study positions to work at the Webb County.*
- C. Community College will be responsible for monitoring the earned wages at the end of every month.*
- D. Community College will assign five student employees to Webb County.*
- E. Community College will allow student employees work fifteen hours per week.*

**Webb County RESPONSIBILITIES**

- A. Webb County agrees to supervise the work assigned to student employees.*

- B. Webb County will be responsible to submit a timesheet for each student employee at the end of every month.*
- C. Webb County will be responsible to monitor that student employee's work only fifteen hours per week.*
- D. Webb County will not require the student employees to work during scheduled class and/or examination times.*
- E. Webb County will notify the Laredo Community College Student Financial Aid & Veterans Affairs Services Center Coordinator immediately if the student employee's performance is not satisfactory or is not reporting for work as schedule.*

## **PAYMENT**

Laredo Community College will provide full payment to the student employees working at Webb County:

## **INDEMNIFICATION**

To the extent authorized by law, in consideration of the performance by all parties of this agreement, each party does hereby agree to indemnify and hold harmless all agents, servants, and employees of the other parties from and against any and all claims and liabilities from any acts or omissions of the other parties, their agents, servants, or employees in the performance of this agreement, except that no party shall indemnify the others for claims or liabilities arising solely from the negligence, actor omission of the other parties.

## **AMENDMENT**

The parties to this MOU understand that it may be necessary to amend and modify this MOU from time to time in order to address additional concerns or issues; however, no amendment, modification, or alteration of the terms of this MOU shall be binding unless the same be in writing, dated subsequent to the state to the date hereof and duly executed by an authorized representatives of the parties hereto.

## **TERM, RENEWAL, AND TERMINIATION OF AGREEMENT**

This MOU will be effective December 01, 2017 through May 04, 2018. After this date, the MOU will be reviewed on an annual basis and the parties may mutually agree to renew the MOU for successive one (1) semester term. The parties reserve and have the right to terminate this MOU upon 90 days written notice to the other party (ies).

If at any time during the term of this MOU, either party considers terminating the agreement, such party shall give the other party written notice that it is considering such action, which notice

shall set forth with sufficient specificity such party's reasons for contemplating termination. During the following thirty (30) day period, the parties shall discuss, in good faith, the party's reasons for considering termination in an effort to avoid the need for such action. Following the thirty (30) day discussion period, the party considering termination, if not fully satisfied, may elect to terminate the MOU by giving the other party thirty (30) days written notice of its intentions to terminate.

## **SEVERABILITY**

If any clause or provision of this agreement is determined to be illegal, invalid, or unenforceable under present or future laws effective during the term of this agreement, including any renewals, then in that event it is the intent of the parties hereto that the remainder of this agreement shall not be affected thereby, and it is also the intent of the parties to this agreement that in lieu of each clause or provision of this agreement that is illegal, invalid, or unenforceable there be added as part of this agreement a clause or provision as similar in terms to such illegal, invalid or unenforceable clause or provision as may be possible and be legal, valid and enforceable.

## **NON-DISCRIMINATION**

Any discrimination by any party or their agents or employees on account of race, color, sex, age, religion, disability, or national origin in relation to the performance of any obligations or duties under this Agreement is prohibited.

## **NOTICES**

Any notice required or permitted under this MOU must be in writing, and shall be deemed to be delivered (whether actually received or not) when deposited with the United States Postal Service, postage prepaid, certified mail, return receipt requested, and addressed to the intended recipient at the address set out below. Notice may also be given by regular mail, personal delivery, courier delivery, facsimile transmission, email, or other commercially reasonable means and will be effective when actually received. The Community College and Contractor can change their respective notice address by sending to the other parties a notice of the new address. Notices should be addressed as follows:

### **To Webb County**

**Attn:** Mrs. Alexandra Colessides-Solis  
Interim Director of Risk Management  
1110 Washington St, Suite 204  
Laredo, Texas 78042  
Phone: (956) 523-4144  
Fax: (956) 523-5012  
[Email: alexandrac@webbcountytexas.gov](mailto:alexandrac@webbcountytexas.gov)

**To Laredo Community College**

Laredo Community College

Attn: Steven Aguilar

Student Financial Aid & Veterans Affairs Services Center Director

West End Washington St.

Laredo, Texas 78041

Phone: (956) 721-5361

Fax: (956) 721-5360

E-mail: [steven.aguilar@laredo.edu](mailto:steven.aguilar@laredo.edu)

**GOVERNING LAW**

The validity of this Agreement and all matters pertaining to this Agreement, including but not limited to, matters of performance, non-performance, breach, remedies, procedures, rights, duties, and interpretation or construction, shall be governed and determined by the Constitution and the laws of the State of Texas.

**FORCE MAJEURE**

No party to this agreement shall be required to perform any term, condition, or covenant in this agreement if performance is delayed or prevented by force majeure which shall mean natural occurrences, fires, acts of God, strikes, lockouts, material or labor restrictions by a governmental authority, civil riots, floods, and any other cause not reasonably within the control of either party to this agreement and which by the exercise of due diligence such party is unable, wholly or in part, to prevent or overcome.

**DISPUTE RESOLUTION**

*Since no language has been made mandatory by the AG's office, the following language will generally be sufficient to satisfy the requirements of Chapter 2260:*

The dispute resolution process provided in Chapter 2260, *Texas Government Code*, and the related rules adopted by the Texas Attorney General pursuant to Chapter 2260 shall be used by Community College and Webb County to attempt to resolve any claim for breach of contract made by Webb County that cannot be resolved in the ordinary course of business. Webb County shall submit written notice of a claim of breach of contract under this Chapter to the Director of Laredo Community College, who shall examine Webb County's claim and any counterclaim and negotiate with Webb County in an effort to resolve the claim.

## **INSURANCE**

The liability of The Laredo Community College System for personal injury and property damage is controlled by the Texas Tort Claims Act. *Texas Civil Practice and Remedies Code*. Chapter 101. Section 101.021. The limits of liability are \$250,000 for each person, \$500,000 for each single occurrence for bodily injury or death and \$100,000 for each single occurrence for injury to or destruction of property. Following this limited exposure, the System as a state agency, is protected by the doctrine of sovereign immunity, and as such, is self-insured up to the aforementioned limits.

## **CAPTIONS**

The captions contained in this agreement are for convenience of reference only and in no way limit or enlarge the terms and conditions of this agreement.

*(Agreement Continues on the next page. This space is intentionally left blank.)*

**AUTHORITY**

The signers of this agreement hereby represent and warrant that they have authority to execute this agreement on behalf of each of their respective entities.

IN WITNESS THEREOF, of the parties have duly approved this Memorandum of Understanding executed in duplicate originals on this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

LAREDO COMMUNITY COLLEGE

By: \_\_\_\_\_  
Steven Aguilar, Student Financial Aid  
& Veterans Affairs Services Center Director

COUNTY OF WEBB

By: \_\_\_\_\_  
Tano E. Tijerina  
Webb County Judge

ATTESTED

By: \_\_\_\_\_  
Margie Ramirez-Ibarra  
Webb County Clerk

APPROVED AS TO FORM

By: \_\_\_\_\_  
Alexandra Colessides-Solis  
Webb County Civil Legal Division Director\*

\*By law, this office may only advise or approve contracts or legal documents on behalf of its clients. It may not advise or approve a contract or legal document on behalf of other parties. Our review of this document was conducted solely from the legal perspective of our client. Our approval of this document was offered solely for the benefit of our client. Other parties should not rely on this approval, and should seek review and approval of their own respective attorney(s).

Passed and approved by the Webb County Commissioners Court  
On February 12, 2018; Item No. \_\_\_\_\_.