

**PROFESSIONAL SERVICES CONTRACT
BETWEEN
CITY OF LAREDO
AND
NICOLAS CARRASCO, PH.D.**

This contract is made and entered into by and between the City of Laredo (CITY) and Nicolas Carrasco, Ph.D. Licensed Psychologist (CONSULTANT) in order that CONSULTANT provide CITY with Pre-Employment Psychological Evaluations for applicants to the Laredo Fire Department (LFD) or other city departments if necessary.

I. TERM

- 1.1 This contract shall commence upon the execution of this contract and shall automatically renew on a yearly basis unless terminated earlier pursuant to the provisions hereof or a renegotiation is reached.
- 1.2 CONSULTANT and CITY recognize that the continuation of any contract after the close of any given fiscal year of CITY, which fiscal year ends on September 30, shall be subject to appropriation of funds for the contract. Should funds not be appropriated, this contract shall terminate at the end of the fiscal year for which funds were appropriated and the parties shall have no further obligations hereunder.

II. SCOPE OF SERVICES

A. General

- 2A.1 The definitions set out below shall be applicable to the provisions of the contract.
 - a. For the purposes of these contract, a *Preemployment Psychological Evaluation* is a specialized examination implemented to identify public safety candidates (firefighters, police officers) with the appropriate mental ability to pass training programs, emotional stability to withstand the stress associated with being in public safety and the maturity to work within the fire or police department. In most jurisdictions, the minimum requirements for psychological suitability are that the applicant be free from any emotional or mental condition that might adversely affect the performance of safety-based duties and responsibilities and be capable of withstanding the psychological demands inherent in the prospective position.
 - b. For purposes of this Contract, the psychological assessment includes administration of two personality inventories, review, and analysis of results (which are compared

to public safety applicant norms on those instruments), review of personal history, a background information collected by the referring department, clinical interview with the psychologist, and a written summary of the results, which includes recommendations regarding the suitability of the applicant.

- c. Under the terms of the Americans with Disabilities Act (ADA), medical examinations—which include the assessment of mental or emotional impairment—must be deferred until after a conditional offer is extended (i.e., post-offer).
Therefore, the preemployment psychological evaluation must be conducted post-offer.

- d. In accordance with the ADA, non-medical information should be obtained and analyzed at the pre-offer stage whenever possible. However, because the assessment of normal-range personality traits, behaviors, and characteristics (such as judgment, stress resilience, anger management, integrity, conscientiousness, teamwork, and social competence) is an integral part of the assessment, it may be included in the psychological examination conducted at the post-offer stage.

- e. Preemployment evaluations shall be conducted only by a licensed, doctoral-level psychologist.

- 2A.2 CONSULTANT acknowledges and agrees that it has no exclusive right to provide the services contemplated by this contract to CITY. At any time and without notice to CONSULTANT, CITY may contract with another party to provide said services. The fact that CITY does so, however, does not relieve CONSULTANT of its obligations under this contract.

B. Preemployment Psychological Evaluations (PPEs)

- 2B.1 During the term of this contract, CONSULTANT shall, at the request of CITY, conduct Preemployment Psychological Evaluations of applicants for entry-level public safety positions with the LFD.
- 2B.2 CONSULTANT and the CITY representative of the public safety Agency (LPD or LFD) requesting Preemployment Psychological Evaluation shall agree upon a “Time Period” during which said services will be delivered and completed. CONSULTANT agrees that he will conduct examinations at any reasonable Time Period requested by the Agency.
- 2B.3 CONSULTANT shall provide to representatives of the LPD or LFD Applicant Processing Division a written evaluation within a week after all testing and interview of all applicants for that Time Period have been conducted.
- 2B.5 CONSULTANT and associates used by CONSULTANT shall comply with the provisions of *Section 2A.1.e* of this contract.

- 2B.6 CONSULTANT agrees to, at the request of the CITY, be available for testimony at any criminal, civil, and administrative hearings related to services provided by CONSULTANT and/or his associates.

III. PAYMENT AND BILLING

- 3.1 CONSULTANT shall be responsible for all expenses incurred by CONSULTANT in completing the work required by this contract.
- 3.2 Upon completion of a Preemployment Psychological Evaluations requested for a specific Time Period, CITY shall pay CONSULTANT:
- \$350.00 for each completed Preemployment Psychological Evaluation
 - \$200.00 for each applicant that presents for testing but not for the interview
- 3.3 With fifteen (15) days after submission of the total number of Preemployment Psychological Evaluations requested each Time Period, CONSULTANT shall submit an invoice to CITY for the total cost of services provided to CITY that Time Period.
- 3.4 Unless previously agreed upon between CONSULTANT and representative of the CITY, in no one-time period shall CONSULTANT conduct in excess of 150 PPEs or be paid in excess of \$56,000.00 pursuant to this contract.
- 3.5 Upon receipt of invoice, CITY agrees to pay CONSULTANT the amount invoiced **WITHIN 30 DAYS**, so long as the amount invoiced has been invoiced pursuant to the provisions of this contract.
- 3.6 CITY shall not be obligated or liable under this contract to any party other than CONSULTANT for payment of any monies or provision of any goods or services.

IV. LICENSES AND CERTIFICATIONS

- 4.1 All licenses, legal certifications, or inspections required for the services, facilities, equipment, or materials and all applicable state and federal laws and local ordinances must be complied with by CONSULTANT. Failure to comply with this requirement shall be treated as a default and will result in termination of this contract.

V. CONFIDENTIAL WORK

- 5.1 No reports, information, project evaluation, project designs, data, or any other documentation developed by, given to, prepared by, or assembled by CONSULTANT under this contract shall be disclosed or made available to any individual or organization by CONSULTANT without the express prior written approval of CITY, unless required by law or court order.
- 5.2 CONSULTANT shall establish a method to secure the confidentiality of records and information that CONSULTANT may have access to, in accordance with any applicable federal, state, and local laws and regulations. This provision shall not be construed as limiting the CITY's right of access to records or other information under this CONTRACT.
- 5.3 If CONSULTANT receives inquiries regarding documents within its possession pursuant to this contract, CONSULTANT shall immediately forward such request to CITY for disposition.

VI. OWNERSHIP OF DOCUMENTS

- 6.1 All reports, information, and other data given to, prepared by, or assembled by CONSULTANT pursuant to this contract and any other related documents or items shall become the sole property of CITY. Such reports, information, and other data shall be delivered at no cost to CITY upon request or upon termination of this contract without restriction on future use. CONSULTANT may make copies of any and all documents for its files, at its sole cost and expense.
- 6.2 CONSULTANT shall retain all records owned by CITY or to which CITY has access for the retention periods specified by local, state, or federal law.

VII. TERMINATION

- 7.1 For purposes of this contract, "termination" of this contract shall mean termination by expiration of the contract term as set out in article I or earlier termination pursuant to any of the provisions of this contract.
- 7.2 CITY may terminate this contract in accordance with this article, in whole or in part, at any time, for any reason, upon written notice to CONSULTANT. Said notice shall specify the date of termination.
- 7.3 In no event shall CITY's action of terminating this contract be deemed an election of CITY's remedies, nor shall such termination limit, in any way, at law or at equity, CITY's right to seek damages from or otherwise pursue CONSULTANT for any default hereunder or other action.

- 7.4 If any state or federal law or regulation is enacted or promulgated which prohibits the performance of any of the duties herein or if any law is interpreted to prohibit such performance, this contract shall automatically terminate as of the effective date of such prohibition.
- 7.5 Should this contract be terminated prior to completion of the work identified in article II, CONSULTANT shall, within five business days of the effective date of termination, submit to the CITY its claim, in detail, for the monies owed by the CITY for services performed under this contract through the effective date of termination.

VIII. NON-WAIVER

- 8.1 Unless otherwise specifically provided for in this contract, a waiver by either party of a breach of any of the terms, conditions, covenants, or guarantees of this contract shall not be construed or held to be a waiver of any succeeding or preceding breach of the same or any other term, condition, covenant, or guarantee herein contained. Further, any failure of either party to insist in any one or more cases upon the strict performance of any of the covenants of this contract, or to exercise any option herein contained, shall in no event be construed as a waiver or relinquishment for the future of such covenant or option. In fact, no waiver, change, modification, or discharge by either party hereto of any provision of this contract shall be deemed to have been made or shall be effective, unless expressed in writing and signed by the party to be charged. No act or omission by a party shall in any manner impair or prejudice any right, power, privilege, or remedy available to that party hereunder or by law or in equity, such rights, powers, privileges, or remedies to be always specifically preserved hereby.

IX. INDEPENDENT CONTRACTOR

- 9.1 CONSULTANT covenants and agrees that CONSULTANT is an independent contractor and not an officer, agent, servant, or employee of City; that CONSULTANT shall have exclusive control of and exclusive right to control the details of the work performed hereunder and all persons performing same, and shall be responsible for the acts and omissions of its officers, agents, employees, contractors, subcontractors, and consultants; that the doctrine of respondent superior shall not apply as between CITY and CONSULTANT, its officers, agents, employees, contractors, subcontractors, and consultants, and nothing herein shall be construed as creating the relationship of employer-employee, principal-agent, partners, or joint venturers between CITY and CONSULTANT. The parties hereto understand and agree that the CITY shall not be liable for any claims which may be asserted by any third party occurring in connection with the services to be performed by the CONSULTANT under this agreement and that the CONSULTANT has no authority to bind the CITY.
- 9.2 Regardless of where the work shall be performed, what supplies or resources are provided by CITY, what instruction or direction is provided by CITY, CONSULTANT and

those persons designated by it to provide services shall not be deemed employees of CITY and shall not be entitled to wages or benefits from CITY, other than the compensation provided herein.

X. SUBCONTRACTING AND ASSIGNMENT

- 10.1 Any other clause of this contract to the contrary notwithstanding, none of the work or services covered by this contract shall be subcontracted without the prior written approval of CITY. Any work or services approved for subcontracting hereunder, however, shall be subcontracted only by written contract or agreement and, unless specific waiver is granted in writing by CITY, shall be subject by its terms to each and every provision of this contract. Compliance by subcontractors with this contract shall be the responsibility of CONSULTANT.
- 10.2 Despite CITY approval of a subcontract, CITY shall, in no event, be obligated to any third party, including any subcontractor of CONSULTANT, for performance of work or services, nor shall CITY funds ever be used for payment of work or services performed prior to the date of contract execution or after the termination of this contract.
- 10.3 Except as otherwise stated herein, CONSULTANT may not sell, assign, pledge, transfer, or convey any interest in this contract, nor delegate the performance of any duties hereunder, by transfer, by subcontracting, or by any other means, without the prior written consent of CITY. As a condition of such consent, if such consent is granted, CONSULTANT shall remain liable for completion of the services outlined in this contract in the event of default by the successor, assignee, transferee, or subcontractor.
- 10.4 Any attempt to transfer, pledge, or otherwise assign this contract without said written approval, shall be void ab initio and shall confer no rights upon any third person. Should CONSULTANT assign, transfer, convey, delegate, or otherwise dispose of any part or all of its right, title, or interest in this contract, CITY may, at its option, cancel this contract and all rights, titles, and interest of CONSULTANT shall thereupon cease and terminate, notwithstanding any other remedy available to CITY under this contract. The violation of this provision by CONSULTANT shall in no event release CONSULTANT from any obligation under the terms of this contract, nor shall it relieve or release CONSULTANT from the payment of any damages to CITY, which CITY sustains as a result of such violation.

XI. CONFLICT OF INTEREST

- 11.1 CONSULTANT acknowledges that it is informed that the Charter of the City of Laredo and CITY's Ethics Code prohibit a CITY officer or employee, as those terms are defined in Section 2-52 of the Ethics Code, from having a financial interest in any contract with CITY or any CITY agency such as CITY-owned utilities. An officer or employee has a "prohibited financial interest" in a contract with CITY or in the sale to CITY of land,

materials, supplies, or services, if any of the following individuals or entities is a party to the contract or sale: a CITY officer or employee; his parent, child or spouse; a business entity in which the officer or employee, or his parent, child or spouse owns ten percent or more of the voting stock or shares of the business entity, or ten percent or more of the fair market value of the business entity; a business entity in which any individual or entity above listed is a subcontractor on a CITY contract, a partner or a parent or subsidiary business entity.

- 11.2 Pursuant to the subsection above, CONSULTANT warrants and certifies, and this contract is made in reliance thereon, that it, its officers, employees, and agents are neither officers nor employees of CITY. CONSULTANT further warrants and certifies that it has tendered to CITY a discretionary contracts disclosure statement in compliance with CITY's Ethics Code.

XII. INDEMNITY

- 12.1 Consultant covenants and agrees to fully indemnify, defend, and hold harmless, the city and the elected officials, employees, officers, directors, volunteers and representatives of the city, individually and collectively, from and against any and all costs, claims, liens, damages, losses, expenses, fees, fines, penalties, proceedings, actions, demands, causes of action, liability and suits of any kind and nature, including but not limited to, personal or bodily injury, death and property damage, made upon the city directly or indirectly arising out of, resulting from or related to consultant's activities under this agreement, including any acts or omissions of consultant, any agent, officer, director, representative, employee, consultant or subcontractor of consultant, and their respective officers, agents employees, directors and representatives while in the exercise of the rights or performance of the duties under this agreement. The indemnity provided for in this paragraph shall not apply to any liability resulting from the negligence of city, its officers, or employees, in instances where such negligence causes personal injury, death, or property damage. In the event consultant and city are found jointly liable by a court of competent jurisdiction, liability shall be apportioned comparatively in accordance with the laws for the state of Texas, without, however, waiving any governmental immunity available to city under Texas law and without waiving any defenses of the parties under Texas law.
- 12.2 The provisions of this indemnity are solely for the benefit of the parties hereto and not intended to create or grant any rights, contractual or otherwise, to any other person or entity. Consultant shall advise the city in writing within twenty-four hours of any claim or demand against city or consultant known to consultant related to or arising out of consultant's activities under this agreement and shall see to the investigation and defense of such claim or demand at consultant's cost. City shall have the right, at its option and at its own expense, to participate in such defense without relieving consultant of any of its obligations under this paragraph.

XIII. PSYCHOLOGICAL EXAMINER'S BOND

- 13.1 CONSULTANT shall procure and maintain Professional Liability Insurance for Psychologist. Said insurance will have Limits of Liability of \$1,000,000.00 per event and \$3,000,000.00 total. This insurance shall remain in effect for two years after the completion of any services rendered by CONSULTANT pursuant to this contract or otherwise for, or on behalf of, CITY.

XIV. CHANGES AND AMENDMENTS

- 14.1 Except when the terms of this contract expressly provide otherwise, any alterations, additions, or deletions to the terms hereof shall be by amendment in writing executed by both CITY and CONSULTANT.
- 14.2 It is understood and agreed by the parties hereto that changes in local, state, and federal rules, regulations, or laws applicable hereto may occur during the term of this contract and that any such changes shall be automatically incorporated into this contract without written amendment, hereto, and shall become a part hereof as of the effective date of the rule, regulation, or law.

XV. ENTIRE AGREEMENT

- 15.1 This contract and its exhibits constitute the final and entire agreement between the parties hereto and contain all of the terms and conditions agreed upon. No other agreements, oral or otherwise, regarding the subject matter of this contract shall be deemed to exist or to bind the parties hereto unless same be in writing, dated subsequent to the date hereof, and only executed by the parties.

XVI. SEVERABILITY

- 16.1 If any clause or provision of this contract is held invalid, illegal, or unenforceable under present or future federal, state, or local laws, including, but not limited to, the city charter, city code, or ordinances of the city of Laredo, Texas, then and in that event it is the intention of the parties hereto that such invalidity, illegality, or unenforceability shall not affect any other clause or provision hereof and that the remainder of this contract shall be construed as if such invalid, illegal, or unenforceable clause or provision was never contained herein; it is also the intention of the parties hereto that in lieu of each clause or provision of this contract that is invalid, illegal, or unenforceable, there be added as a part of the contract a clause or provision as similar in terms to such invalid, illegal, or unenforceable clause or provision as may be possible, legal, valid, and enforceable.

XVII. NOTICES

- 17.1 For purposes of this contract, all official communications and notices between the parties shall be deemed sufficient if in writing and mailed, registered, or certified mail, postage prepaid, to the addresses set forth below:

CITY

City of Laredo
Laredo Fire Department
616 E. Del Mar
Laredo, Texas 78045

CONSULTANT

Carrasco
Nicolas Carrasco, Ph.D.
314 E. Highland Mall Blvd. Ste. 252
Austin, Texas 78752

XVIII. LAW APPLICABLE

- 18.1 THIS AGREEMENT SHALL BE CONSTRUED UNDER AND IN ACCORDANCE WITH THE LAWS OF THE STATE OF TEXAS AND ALL OBLIGATIONS OF THE PARTIES CREATED HEREUNDER ARE PERFORMABLE IN WEBB COUNTY, TEXAS OR TRAVIS COUNTY, TEXAS, AS DETERMINED BY THE CITY AND THE CONSULTANT AT THE TIME SERVICES ARE REQUESTED.
- 18.2 VENUE AND JURISDICTION FOR ANY LEGAL ACTION OR PROCEEDING BROUGHT OR MAINTAINED, DIRECTLY OR INDIRECTLY, UNDER OR IN CONNECTION WITH THIS AGREEMENT SHALL LIE EXCLUSIVELY IN TRAVIS COUNTY, TEXAS.

XIX. LEGAL AUTHORITY

- 19.1 The signer of this contract for CONSULTANT represents, warrants, assures, and guarantees that he has full legal authority to execute this contract on behalf of CONSULTANT and to bind CONSULTANT to all of the terms, conditions, provisions, and obligations herein contained.

XX. PARTIES BOUND

- 20.1 This contract shall be binding on and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors, and assigns, except as otherwise expressly provided for herein.

XXI. GENDER

21.1 Words of any gender used in this contract shall be held and construed to include any other gender, and words in the singular number shall be held to include the plural unless the context otherwise requires.

XXII. CAPTIONS

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

EXECUTED IN DUPLICATE ORIGINALS on _____, 2025.

CITY OF LAREDO

DR. NICOLAS CARRASCO

Guillermo Heard, Fire Chief/EMC

Dr. Nicolas Carrasco

Joseph Neeb, City Manager

APPROVED AS TO FORM:

Joaquin Rodriguez
Assistant City Attorney