

**Contract Between the State Court Administrative Office and
7th Circuit Court
Contract No. SCAO-2026-035**

1. DEFINITIONS GOVERNING CONTRACT

The definitions in this Section govern the terms used in this Contract.

- 1.01 The term “Confidential or Proprietary Information” means confidential and/or proprietary information belonging to the State Court Administrative Office (the “SCAO”) which is disclosed to the Provider or which the Provider otherwise learns of during the course of or as the direct or indirect result of rendering its Services for the SCAO.

Confidential or Proprietary Information is information not generally known to the public, third parties or to others who could obtain economic value from their disclosure or use of the information. This includes all proprietary technical, financial, or other information owned by the SCAO or any of its vendors, including by way of illustration, but not limitation, computerized data, source codes, programs and software, written material, inventions, whether or not patented or patentable, designs, works of authorship, works subject to or under copyright protection, trade secrets or trademark-protected material, performance standards concepts, formulae, charts, statistics, financial records, and reports of the SCAO or any entity otherwise affiliated with the SCAO.

Confidential or Proprietary Information also includes all confidential and proprietary material that the Provider may design, author, create, distribute, or produce during the term of this Contract when rendering Services thereunder. All information gained during the course of Provider’s retention should be presumed confidential unless the information is clearly identified otherwise or the circumstances of disclosure demonstrate it not to be confidential.

In addition, Confidential or Proprietary Information is personally identifiable information (PII) or information that could lead to the discovery of PII and/or information protected from disclosure by law or regulation which either the SCAO, the Department of Health and Human Services (HHS), or the Administration for Children and Families (AFC) designates as sensitive, or that the Provider considers sensitive, consistent with applicable federal, state, and local laws on privacy and obligations of confidentiality as prescribed in 2 CFR Part 200.303

- 1.02 The term “Contract” as used in this document means the Contract between the State Court Administrative Office, located in Lansing, Michigan, and the 7th Circuit Court, located at 630 S. Saginaw Street, Suite 2500, Flint, MI 48502, and includes any subsequent amendments thereto.
- 1.03 The term “Effective Date” means the date upon which the Contract becomes effective, which is the date the Contract is signed by both Parties. If the Parties do not sign the

Contract on the same date, the latest specified date will become the Contract's Effective Date.

- 1.04 The term "Employee Benefits" means any and all Employee Benefits the State Court Administrative Office provides to its employees, including, but not limited to, workers' compensation benefits, retirement benefits, pension benefits, insurance benefits, fringe benefits, educational and/or training benefits, holiday pay, paid breaks, sick pay, vacation pay, or such other benefits.
- 1.05 The term "Expenses" means all expenses that have been approved by the SCAO before they were incurred, including, but not limited to, license fees and all other types of fees, memberships and dues, automobile and fuel expenses, insurance premiums, copying costs, telephone costs and all other types of costs, and all salary and expenses incurred by the Provider, and all other compensation paid to the Provider's employees or subcontractors that the Provider hires, retains, or utilizes for the Provider's performance under this Contract. This term also includes Travel Expenses as defined later in this section.
- 1.06 The term "Pre-existing Inventions, Patented and/or Copyrighted Materials" means such writings, inventions, improvements, or discoveries whether or not under an existing copyright, copyright application, patent, or patent application, trademark or trademark application, or any other third party intellectual property right that were written, conceived, invented, made, or discovered by the Provider, including its employees and/or subcontractors prior to this Contract.
- 1.07 The term "Liabilities" means any and all liabilities, obligations, damages, penalties, claims, costs, fees, charges, and expenses, including, but not limited to, fees and expenses of attorneys, expert witnesses, and other consultants.
- 1.08 The term "Parties" refers to all parties to the Contract, including the State Court Administrative Office and all other parties.
- 1.09 The term "Provider" means the party(ies) with which the State Court Administrative Office is contracting and also includes the Provider's employees and subcontractors providing the Contract Services.
- 1.10 The terms "SCAO" and "the SCAO" mean the State Court Administrative Office, located at the Hall of Justice, 925 W. Ottawa Street, Lansing, Michigan, 48915.
- 1.11 The term "Services" refers to the goods, services, activities, projects, and initiatives that the Provider agrees to provide to SCAO under this Contract, as described in more detail in Section 5, Scope of Services.
- 1.12 The term "Taxes" refers to any and all federal, state, and local taxes, including, but not limited to, income taxes, social security taxes, unemployment insurance taxes, and any other taxes or fees for which the Provider is responsible.

- 1.13 The term “Travel Expenses” means expenses the Provider incurs for travel located outside the Lansing, Michigan area, including lodging, mileage, and meals that the Provider incurs in the reasonable fulfillment of the terms of this Contract. Reimbursable travel expenses must be approved by SCAO before they are incurred.
- 1.14 The term “Work Product” refers to reports, programs, manuals, tapes, and videos and any intellectual property created under this Contract, including training materials, Power Point presentations and/or any other written or electronic materials prepared under this Contract and amendments thereto. It also includes computer data, such as programs and software in various stages of development and source codes and object codes, and any other work product prepared by the Provider under this Contract and amendments thereto.

2. GENERAL PROVISIONS

- 2.01 This Contract is made between the State Court Administrative Office, Lansing, Michigan (the “SCAO”) and 7th Circuit Court, Genesee County Friend of the Court, (the “Provider”) (collectively “Parties”).
- 2.02 This Contract is to provide direct services that support and facilitate noncustodial parents’ access to and visitation with their children. Supervised (including monitored and therapeutic) parenting time and neutral drop-off and pick-up services are eligible for reimbursement under this Contract. This program is administered by the Department of Health and Human Services, Administration for Children and Families, Assistance Listing Number 93.597.
- 2.03 By its signature below, the Provider certifies that (a) it may enter contracts that involve federal funding sources and (b) it will promptly notify the SCAO if it is so suspended from receiving federal funding monies during this Contract’s term.
- 2.04 In consideration of the mutual promises and covenants in this Contract, and the benefits to be derived from this Contract, the Parties agree to the terms as follows.

3. TERM OF CONTRACT

- 3.01 This Contract becomes effective on the Effective Date.
- 3.02 This Contract terminates on September 30, 2026, at 11:59 p.m.
- 3.03 In the event that an extension of this Contract is desired, the Parties must agree to the extension in writing

4. RELATIONSHIP

- 4.01 No employer/employee relationship exists between the Parties. Further, no employee or subcontractor of the Provider is an employee of the SCAO. The Provider is an independent contractor, not an employee of the SCAO.

- 4.02 The SCAO is not obligated either under this Contract or by implication to provide and is not liable to the Provider for failure to provide the Provider with Employee Benefits. The Provider is not eligible for and will not receive any Employee Benefits from the SCAO.
- 4.03 The Provider is responsible for payment of any and all Taxes arising out of the Provider's Services in accordance with this Contract.
- 4.04 The Provider, as an independent contractor, will supply and pay for his/her own office space, equipment and materials, including but not limited to computers, monitors, cell phones, and all other equipment needed to perform the Services, unless matters of Court security and/or privacy require another decision.
- 4.05 The Provider shall not direct the work or utilize the working time of any SCAO employee under this Contract. To the extent that the Provider seeks the assistance of any SCAO employee to perform the Provider's responsibilities under this Contract, the Provider must obtain prior written approval from the State Court Administrator or his/her designee.
- 4.06 The Provider does not have the authority to and will not enter into contracts on the SCAO's behalf.

5. SCOPE OF SERVICES

- 5.01 The Provider will provide the agreed upon Services. These Services include supervised (including monitored and therapeutic) parenting time and/or neutral drop-off and pick-up services. The Services also will include, but not be limited to, the following:
 - 5.01.01 Maintain safeguard procedures that assure the confidentiality of service recipients' personal information and that ensure that the direct services are conducted in safe and neutral environments.
 - 5.01.02 Comply with all monitoring, evaluation, and reporting requirements in accordance with regulations prescribed by the Federal Secretary of Health and Human Services and comply with the SCAO's financial and reporting requirements.
 - 5.01.03 Prepare, complete, and submit quarterly "Program Worksheets" and "Access and Visitation Service Contract Invoices" to the SCAO. The reporting periods and due dates are as follows:
 - "1st Quarter" is from October 1, 2025, through December 31, 2025, and is due January 25, 2026.
 - "2nd Quarter" is from January 1, 2026, through March 31, 2026, and is due April 25, 2026.

“3rd Quarter” is from April 1, 2026, through June 30, 2026, and is due July 25, 2026.

“4th Quarter” is from July 1, 2026, through September 30, 2026, and is due October 7, 2026.

5.01.04 Permit the SCAO or any of its identified agents to inspect, observe, and monitor the facilities and program operations authorized by this Contract by conducting site visits, interviewing direct service providers, and viewing court and service provider case records, receipts, client/user complaints, and internal statistical service reports.

5.01.05 The Provider agrees that the SCAO, in consultation with the Provider, may amend this Contract by downwardly adjusting the award amount to permit redistribution of funds to other currently funded Access and Visitation Grant Program contracts if it appears that the Provider will under-spend the original Contract amount.

5.02 The Provider shall, during the Contract term or any extension thereof, use the Provider’s best efforts to promote the interests of the SCAO in providing the Services under this Contract. The Provider shall devote such time, attention, skill, knowledge, and professional ability as is necessary to most effectively and efficiently perform the Services.

6. PERFORMANCE AND PRICING

6.01 The SCAO agrees to pay the Provider a sum not to exceed **\$20,000.00** for the Services performed and Expenses incurred pursuant to this Contract. This sum includes any and all remuneration to which the Provider is entitled for Services rendered from October 1, 2025, through the end of this Contract term.

6.02 The Provider agrees to abide by all applicable general administrative requirements such as the Uniform Administrative Requirements, Cost Principles and Audit Requirements found in 2 CFR Part 200.

6.03 Funding provided by this Contract may not be used to supplant any funding currently spent on access and visitation programs and may not be utilized for any project already funded by the state or the Title IV-D Cooperative Reimbursement Agreements, unless the money is used to enhance or supplement an established program. Clear distinctions will be made according to acceptable accounting principles, including documentation of the separation of tasks between Title IV-D personnel and grant personnel, between projects currently funded by Title IV-D and enhancements or supplements to projects receiving funding by this Contract.

- 6.04 Under no circumstance will Title IV-D funding be utilized to pay Provider for any Expenses, administrative or otherwise, incurred from direct services provided as part of the Federal Grants to States for Access and Visitation.

7. ASSIGNMENT

- 7.01 The Provider may not assign the performance under this Contract to subcontractors, other than those identified in the Provider's grant application, except with the prior written approval of the SCAO.

8. METHOD OF PAYMENT

- 8.01 The Provider agrees to receive payments by electronic funds transfer through Michigan's Statewide Integrated Governmental Management Application (SIGMA) vendor payment system.
- 8.02 All payments for the proper performance of the Contract shall be made by the SCAO quarterly once SCAO approves payment. The Provider must submit SCAO-approved invoice forms to the SCAO. The invoices must include the period for which payment is sought; the Contract number; the Provider's full name and mailing address (including the name of the Provider's representative to whom payment should be sent) and the Provider's SIGMA Vendor Self Service Number.
- 8.03 Notwithstanding anything to the contrary in this Contract, and without prejudice to any other rights it may have, the SCAO reserves the right at any time to off-set against any payments mentioned in Section 8.02 any amounts payable by the Provider to the SCAO and/or payments necessary to mitigate the damages caused by the Provider to the SCAO in its performance of this Contract.

9. CONFIDENTIALITY OF INFORMATION

- 9.01 In order that the Provider may effectively provide fulfillment of this Contract to the SCAO, the SCAO may disclose Confidential or Proprietary Information pertaining to the SCAO's past, present, and future activities to the Provider. The Provider agrees to limit access of Confidential or Proprietary Information to those of its employees who have a need for such access and such employees are bound to the Confidentiality provisions in this Contract. The Provider shall not disclose such Confidential or Proprietary Information to any third party without prior approval from the SCAO, unless disclosure is required by law or court order.
- 9.02 Unless required by law, the Provider shall not disseminate any Confidential or Proprietary Information obtained during any term of the Contract, including but not limited to by issuing press releases, making public statements about or sharing any of the terms of this Contract with any third party without doing all of the following: 1) Disclosing to the SCAO the complete content of the intended communication; 2) obtaining the SCAO's consent; and 3) obligating the third party to abide by the terms

of the Confidentiality provisions in this Agreement, including obtaining a written agreement if requested by the SCAO.

- 9.03 If disclosure of Confidential or Proprietary Information is required by law or court order, the Provider must notify the SCAO within five (5) business days in the manner set forth in Section 24 of this Contract before disclosure and shall reasonably cooperate with the SCAO to narrowly tailor disclosure and obtain protective orders or other relief as appropriate.
- 9.04 The Provider agrees to return all Confidential or Proprietary Information to the SCAO immediately upon the termination of this Contract and permanently delete any electronic copies of the data stored by Provider within thirty (30) calendar days after the conclusion of this Contract. If requested by the SCAO, the Provider will provide written confirmation that deletion has been completed.
- 9.05 Section 9 of this Contract survives termination or expiration of this Contract.

10. RIGHTS TO WORK PRODUCT AND INTELLECTUAL PROPERTY

- 10.01 All Work Product shall belong to and will be owned by the SCAO and will be subject to copyright or patent only by the SCAO. The SCAO shall have the right to obtain from the Provider the original materials produced under this Contract and shall have the right to distribute those materials.
- 10.02 The SCAO shall have copyright, property, and publication rights in all Work Product.
- 10.03 The SCAO grants the Provider a royalty-free, nonexclusive license to use any Work Product that is not Confidential or Proprietary as defined in Section 9 of this Contract if the Work Product enters the public domain. However, the Provider shall not publish or distribute any Work Product without the prior written permission of the SCAO.
- 10.04 The Provider shall safeguard the Provider's property, materials and Work Product. The SCAO is not responsible and will not be subject to any Liabilities for any claims related to the loss, damage, or impairment of Provider's property, materials and/or Work Product.
- 10.05 The Provider shall promptly disclose in writing to SCAO all Pre-existing Inventions, Patented and/or Copyrighted Materials used to provide Services under this Contract.
- 10.06 The Provider shall assist the SCAO in determining and acquiring copyrights, patents, or other such intellectual property protection for any Work Product for which the SCAO desires to obtain such protection.
- 10.07 The Provider warrants that as of the Effective Date of the Contract, there are no pre-existing Inventions, Patented and/or Copyrighted Materials for which the Provider seeks protection or which the Provider desires to remove from the Contract provisions before entering into this Contract, except those specifically set forth by attachment

hereto. Further, the Provider warrants that its performance under this Contract will not infringe upon or misappropriate any third party's patents, copyrights or other intellectual property rights.

- 10.08 The Provider further warrants that as of the Effective Date of the Contract, the Provider has obtained all material licenses, authorizations, approvals and/or permits required by law to conduct its business generally and to perform its obligations under this Contract.

11. WARRANTIES AND REPRESENTATIONS BY PROVIDER

- 11.01 The Provider represents and warrants to the SCAO that: (a) it will perform all Services in a professional and workmanlike manner in accordance with best industry standards and practices for similar services, using personnel with the requisite skill, experience and qualifications, and will devote adequate resources to meet its obligations under this Contract, including those obligations set forth in the Statement of Work (if applicable); (b) the Services provided by Provider will not infringe upon the patent, trademark, copyright, trade secret, or other intellectual property or proprietary rights of any third party; (c) it has the full right, power, and authority to enter into this Contract, to grant the rights granted under this Contract, and to perform its contractual obligations; and (d) all information furnished and representations made in connection with the award of this Contract is true, accurate, and complete, and contains no false statements or omits any fact that would make the information misleading. A breach of this Section is considered a material breach of this Contract, which entitles the SCAO to terminate this Contract.
- 11.02 The Provider further represents and warrants that it is not subject to any nondisclosure, noncompetition, or similar agreement with current or prior clients or employers that will interfere with the performance of this Contract. The SCAO is not liable for any such claims, in any event.

12. INSURANCE

- 12.01 The Provider shall carry insurance or governmental self-insurance coverage in such amounts as necessary to cover all claims arising out of the Provider's Services and/or the Provider's failure to provide such Services under the terms of this Contract.
- 12.02 The SCAO shall be listed as an additional insured except for governmental self-insured programs on all insurance procured pursuant to this Contract.
- 12.03 Upon SCAO's request, the Provider shall provide the SCAO with a Certificate of Insurance or governmental self-insurance evidencing the required coverage, showing SCAO except for governmental self-insurance as an additional insured, and providing that such insurance shall not lapse or be canceled or modified unless SCAO has been given at least thirty (30) days prior written notice of the intended cancellation or modification in the manner set forth in Section 25 of this Contract. Should such notice of cancellation be afforded and insurance coverage is cancelled during the terms of this

Contract, the cancellation will constitute a material breach of this Contract by the Provider.

13. INDEMNITY

- 13.01 The Provider agrees to indemnify, defend and hold harmless the SCAO, the Michigan Supreme Court (the “MSC”), and their respective agents, officers, and employees (the “SCAO, MSC and related entities”) from any Liabilities that may be imposed upon, incurred by, or asserted against the SCAO, MSC and related entities by reason of the Provider’s Services provided and/or the Provider’s failure to provide such Services under this Contract without limitation.
- 13.02 In the event any action or proceeding is brought against the Provider by reason of any claim covered under this Contract, the Provider will, at the Provider’s sole cost and expense, resist or defend the action or proceeding.
- 13.03 In the event that the Provider consists of more than one entity/individual, all Liabilities of the Provider under this Contract are joint and several.
- 13.04 Section 13 of this Contract survives termination or expiration of this Contract.

14. TERMINATION

- 14.01 Each party has the right to terminate this Contract without cause. However, the terminating party must provide written notice to the other party of such termination at least ten business days before the termination will be effective. Termination notice shall be accomplished in the manner set forth in Section 24 of this Contract.
- 14.02 The Provider recognizes that SCAO is, from time to time, subject to state appropriation and budget shortfalls. Thus, the SCAO has the right to immediately terminate this Contract without penalty due to appropriation or budget shortfalls upon ten (10) business days of written notice to the other party of such termination as specified in Section 24 of this Contract (the “Effective Termination Date”).
- 14.03 If SCAO terminates this Contract without cause, SCAO will pay any compensation due to the Provider from the effective date of termination after an invoice is submitted to, and if approved by, the SCAO. The Provider will refund any compensation to the SCAO that was made in excess of the amount invoiced and approved by SCAO at the time of termination.

15. COMPLIANCE WITH LAWS

- 15.01 The Provider shall comply with all applicable laws, ordinances, ethics rules and codes of the federal, state, and local governments and the judiciary, and shall save and hold the SCAO harmless with respect to any damages arising from any violation of the same by the Provider.

- 15.02 In accordance with Public Law 103-227, Title X, Part B, Environmental Tobacco Smoke, 20 USC 6081, also known as the “Pro-Children Act of 1994,” smoking may not be permitted in any portion of any indoor facility owned or regularly used for the provision of health, day care, education, or library services to children under the age of 18, if the services are funded by federal programs whether directly or through state or local governments. Federal programs include grants, cooperative agreements, loans and loan guarantees, and contracts. The law does not apply to children’s services provided in private residences, facilities funded solely by Medicare or Medicaid funds, and portions or facilities and used for inpatient drug and alcohol treatment.
- 15.03 The Provider will not discriminate against any employee or applicant for employment with respect to hire, tenure, terms, conditions, or privileges of employment, because of religion, race, color, national origin, age, sex, sexual orientation, gender identity or expression, height, weight, familial status or marital status pursuant to the Elliott-Larsen Civil Rights Act, found at MCL 37.2101 *et seq.* The Provider will also comply with the provisions of the Michigan Persons with Disabilities Civil Rights Act, MCL 37.1101 *et seq.*, and the Federal Rehabilitation Act of 1973, Public Law 93-112, § 504, as amended, 29 USC §794. The Provider will also comply with the Americans with Disabilities Act of 1990, 42 USC §12101 *et seq.*, which prohibits discrimination against individuals with disabilities and provides enforcement standards. Further, the Provider will comply with all other federal, state or local laws, regulations and standards as they may apply to the performance of this Contract. These awards are subject to the requirements of the Trafficking Victims Protection Act of 2000 (22 USC §7104 *et seq.*). The full text of this requirement is found at <https://www.acf.hhs.gov/grants/award-term-and-condition-trafficking-persons>.
- 15.04 Because this Contract involves federal grant funds and contracts with governmental entities, the SCAO and the Provider are subject to the provisions of the federal Freedom of Information Act, found in 5 U.S.C. 552 *et. seq.*, the Contracts of Public Servants with Public Entities Act, found in MCL 15.321 *et seq.*, and the Standards of Conduct for Public Officers and Employees Act, found in MCL 15.341 *et seq.*
- 15.05 Neither the Provider nor any entity with which the Provider contracts, may participate or receive federal funds designated for the services described herein if the Provider, or the entity with whom the Provider wishes to contract, has been debarred or suspended or otherwise found to be ineligible for participation in Federal financial assistance programs or activities. *See* Executive Orders 12549 and 12689, as well as 2 CFR Parts 180 and 376 for debarment and suspension provisions. The Provider must include this Subsection’s (15.06) restriction in any contract that uses the funds provided herein. The Provider must review information available through the System for Award Management (SAM), <https://www.sam.gov>, to determine whether an entity with whom the Provider wishes to contract is ineligible.
- 15.06 By executing this Contract, the Provider understands its obligations as a subcontractor under the Department of Health and Human Services, Administration for Children and Families’ *Standard Terms and Conditions*. *See*

<https://acf.gov/sites/default/files/documents/main/FFY2025-ACF-STANDARD-TERMS-and-CONDITIONS--updated-2025-07-29-.pdf>.

16. MICHIGAN LAW

This Contract shall be subject to, and shall be enforced and construed under, the laws of the state of Michigan. Further, the Parties agree to litigate any disputes arising directly or indirectly from the Contract in the Court of Claims in the state of Michigan, or if the Court of Claims cannot take jurisdiction over the dispute then by the circuit court determined appropriate by the SCAO.

17. CONFLICT OF INTEREST

The Provider presently has no personal or financial interest, and shall not acquire any such interest, direct or indirect, that would conflict in any manner or degree with the performance of this Contract. The Provider is not subject to any nondisclosure, noncompetition, or similar clause with current or prior clients or employers that will interfere with the performance of this Contract. The SCAO will not be subject to any liability for any such claim.

18. PROHIBITION ON USE OF SCAO FOR PROMOTIONAL OR MARKETING PURPOSES

- 18.01 The Provider is not permitted to utilize the SCAO's or the Michigan Supreme Court's name, logo or other images, or website information for promotional or marketing purposes.
- 18.02 The Provider shall not issue press releases, make public statements about or share any of the terms of this Contract with any third party without doing all of the following: 1) disclosing to the SCAO the complete content of the intended communication; 2) obtaining the SCAO's written consent; and 3) obligating the third party to abide by the terms of the Confidentiality provisions in this Agreement, including obtaining a written agreement if requested by the SCAO.

19. DEBT TO STATE OF MICHIGAN

The Provider covenants that it is not, and will not become, in arrears to the state of Michigan or any of its subdivisions upon contract, debt, or any other obligation to the state of Michigan or its subdivisions, including real property, personal property, and income taxes.

20. DISPUTES

- 20.01 The Provider shall notify the SCAO in writing of the Provider's intent to pursue a claim against the SCAO for breach of any term of this Contract within ten (10) business days of discovery of the alleged breach. Notice must be provided by both electronic mail and by an overnight delivery service that can track and confirm delivery as provided in Section 24 below.

20.02 If the Provider fails to comply with any material terms of this Agreement, including but not limited to submitting required reports on time, utilizing funds solely for the approved project, adhering to all applicable federal regulations, or demonstrating satisfactory progress towards project goals, such failure shall constitute a breach of this agreement, allowing the SCAO to terminate the Agreement, recover funds, and pursue other remedies as permitted by law.

21. ENTIRE AGREEMENT

This Contract contains the entire agreement between the Parties and supersedes any prior written or oral promises and representations. No other understanding, oral or otherwise, regarding the subject matter of this Contract exists to bind either of the Parties.

22. AMENDMENT

This Contract may be amended only upon written agreement of the Parties.

23. SEVERABILITY

Should any portion of this Contract be found to be invalid, illegal or unenforceable, then such portion as is reasonably necessary to remove such invalidity, illegality or unenforceability shall be deleted, and the remaining terms hereof shall continue in full force and effect.

24. DELIVERY OF NOTICE

Written notices and communications required under this Contract shall be delivered in two forms: 1) by electronic mail, with confirmation of delivery receipt; and 2) by overnight delivery sent by a nationally recognized overnight delivery service, upon written confirmation of delivery from the service. Delivery shall be to the following addresses:

A. The Provider's contact information is:

Jennifer Keillor

Mailing Address: 630 S. Saginaw Street, Suite 2500, Flint, MI 48502

Email address: jkeillor@geneseecountymi.gov

Phone number: 810-257-3474

B. The SCAO's contact information is (both must be contacted):

Michelle Hilliker, ODR Manager

Alicia Moon, General Counsel

Mailing address for both: Ms. Michelle Hilliker and Ms. Alicia Moon

State Court Administrative Office, Michigan Hall of Justice,

P.O. Box 30048, Lansing, MI, 48909

Email addresses (both must be used): HillikerM@courts.mi.gov and MoonA@courts.mi.gov

Phone number for Ms. Hilliker: 517-373-4844

Phone number for Ms. Moon: 517-373-1294

25. SIGNATURE OF PARTIES

This Contract becomes effective on its Effective Date.

The remainder of this page is intentionally blank.

26. COUNTERPARTS

This Contract may be executed by electronic signature in any number of counterparts, each of which when so executed will be deemed an original, and all of which together, will constitute one and the same agreement. Signatures sent electronically by DocuSign, or by similar means (including scanned images of signatures forwarded by email) will have the same binding effect as original signatures.

IN WITNESS WHEREOF, Provider 7th Circuit Court and SCAO have executed this Contract:

7TH CIRCUIT COURT

By: _____

Date: _____

(printed or typed name of Provider's
Authorized Signatory)

Title: _____

STATE COURT ADMINISTRATIVE OFFICE

By: _____

Date: _____

Elizabeth Rios-Jones

Title: Deputy State Court Administrator