

EXHIBIT D COURT SERVICES

I. - ALTERNATIVE DISPUTE RESOLUTION

a) Method of Service Delivery

The Court shall maintain an ongoing relationship with the County by providing a designated liaison from the Court who will have the responsibility for coordinating services to the County. The County will also provide a designated liaison to the Court for coordinating services.

b) Scope of Service

The Court will perform the following services:

Administer and provide oversight of the County's Alternative Dispute Resolution (ADR) program and special revenue fund budget according to parameters defined in Business and Professional Code sections 467 through 471.5 (the "Program"). Duties may include the following:

1. processing request for proposals (RFP) for mediation services as required;
2. negotiating contracts for mediation services;
3. processing claims for payment of services;
4. managing budgeted expenditures and revenues;
5. preparing budget documents;
6. developing and monitoring ADR programs;
7. preparing statistical reports;
8. working in coordination of the County Administrator's Office, preparing documents required for Board of Supervisors approval, such as fee increases or decreases, budget adjustments or significant changes to the program as may be required by law; and
9. any action which the Court deems necessary or convenient for efficient program operations or to make the program compliant with all applicable statutes and regulations.

This agreement is intended to provide authority to the Court for approval of claims and for the execution of contracts, as stipulated above, on behalf of the Board of Supervisors. The County Administrator or the County Auditor may perform periodic audits of the activities within the Special Revenue Fund.

c) Cost of Service

Reimbursement for ADR management services shall be based on actual staff time and materials expended to negotiate, monitor and remit reimbursement for ADR service contracts including administrative and overhead costs associated with the Program. Such

reimbursements for administration of the Program shall not exceed 20% of funds available as defined in Business and Professions Code § 469 from revenues generated from the filing of a first paper in a civil court as provided in Business and Professions Code § 470.5 (a) and (b).

d) Performance Standards

The County and COURT will meet - if requested by the County - during the month of December each year to review the fiscal year-to-date performance in providing specified services to the County and to determine the future services to be provided and proposed budgeted amount for the upcoming fiscal year.