



THE CROSSROADS GROUP
Labor Relations Consultants

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Personal & Confidential

September 24, 2021

Ms. Adriana Bobinchock, Chief of Staff
McLean Hospital
115 Mill Street
Belmont, MA 02478

Re: Agreement for Professional Services

Ms. Bobinchock,

In accordance with our conversations and mutual agreements, this letter will confirm that McLean Hospital ("Client") has retained The Crossroads Group Labor Relations Consultants ("Consultant") regarding general personnel and labor relations activities at McLean Hospital for a project to commence on or about September 28, 2021. This agreement may be terminated at any time by either Client or Consultant and may be extended by mutual agreement between the parties.

Our fees are charged on an hourly basis in minimum units of a quarter of an hour at the special discounted rate of \$400.00 per hour. Clients are billed at the hourly rate for all time expended on their behalf, plus one-half travel time to and from Client's location(s), portal-to-portal, and reasonable and customary out-of-pocket expenses. Expenses are billed to Client at cost on a direct pass-through basis with no increase by Consultant. Expenses include, but are not limited to, airfare, lodging, meals, car rental, parking, mileage at the prevailing Internal Revenue Service standard mileage rate when traveling via Consultant's personal vehicle, research data required by Client, and all similar out-of-pocket expenses. It is understood that Client will reimburse Consultant for non-refundable airfare and/or change fees in the event Client changes, postpones, or cancels an assignment. There shall be an eight-hour daily minimum for services performed by each Consultant; however, if Consultant performs services on a travel day, only actual hours worked that day will be billed in addition to the aforementioned travel time.

We agree to send you statements clearly showing the basis for our fees and charges by detailing the services rendered and costs incurred on a weekly basis. All fees and expenses not previously paid are due and payable in full within thirty (30) days of Client's receipt of each statement. Client understands that if payment is not made in full within thirty (30) days of the statement date, Client's account shall be considered past due and an interest charge may be added to the outstanding balance in an amount equal to one and one-half percent (1.5%) per month.



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Consultant is retained to provide independent and objective professional judgment and recommendations; accordingly, a difference of opinion on a question of professional judgment shall not excuse the Client from fees and costs incurred in the collection of any outstanding accounts receivable.

If Consultant is requested by Client, or if as a consequence of an assignment Consultant is required by judicial or administrative process to participate, appear, or testify in anticipation of, or during legal or dispute resolution proceedings of any kind during the period Consultant is providing services or thereafter, Consultant will reasonably comply with any such request or requirement based on advice of legal counsel. In the event that Consultant does so participate in any manner, Client shall pay to Consultant all professional fees and other fees of Consultant in effect at the time of Consultant's participation as well as the cost and expenses, including attorneys' fees, incurred in anticipation and resulting from such proceedings. These fees and expenses are in addition to any fees paid or owed for services performed or to be performed.

Any controversy or claim arising out of or relating to this Agreement, its validity, or the breach thereof, shall be settled by binding arbitration in accordance with the Commercial Arbitration Rules of the American Arbitration Association (AAA). A single neutral arbitrator shall be appointed in accordance with the AAA Rules to resolve the dispute.

The arbitrator shall be an attorney who is knowledgeable in business and labor laws, and who is experienced in labor relations and union organizing activities involving employers. The arbitration hearing shall be held in Orange County, California. This contract shall be interpreted and governed by the laws of the State of California. The arbitrator shall award to the prevailing party all its costs and fees, including AAA filing and administrative fees and attorneys' fees.

Judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction thereof. Should any party refuse to arbitrate or file a court action regarding a claim, which is subject to arbitration under this Agreement, the other party shall be entitled to recover its costs and reasonable attorneys' fees in enforcing this arbitration agreement in court.

During the course of our representation, we will endeavor to keep you fully advised as to the status and progress of this matter, including our view of your rights and potential liabilities or exposure, and our recommendations as to an appropriate course of action in view of the facts, circumstances and issues involved. However, we must emphasize that our firm has not made, and cannot make any representations or guarantees regarding the successful outcome of any matter or the actual amount of any fees or costs you will incur. Often, the results in a matter and the costs and expenses are controlled by external factors beyond our control, including the factual circumstances, course of the project, logistics, etc.



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If the terms and conditions of this letter are satisfactory to you, please evidence your consent to such terms and conditions by signing this letter and returning it to me by electronic mail.

This is a final agreement and this agreement supersedes any other oral or written representations by either Client or Consultant. The Client and Consultant agree that the specific terms and conditions of this agreement shall be kept confidential between them, except that either party may disclose the agreement and its terms to employees or agents who have a legitimate business need to know of such and shall inform such individuals that they are to keep the agreement and its terms confidential; and either parties may disclose the agreement and its terms to accountants, taxing authorities, and to the extent they are required by law to do so. Client acknowledges that Consultant is required, under the LMRDA, to attach a copy of this agreement, within 30 days of its execution, with the LM-20 report they must send to the U.S. Department of Labor, Office of Labor Management Standards.

We very much appreciate the opportunity to work with you. We will provide you with our best professional efforts as we endeavor to help you achieve a successful outcome on this project.

Respectfully,

Michael Dana Penn
Partner

The foregoing fee agreement letter has been read and its terms are hereby agreed to and accepted this 24th day of September, 2021.

McLean Hospital

By: Scott R. Penn MD Title: President & Psychiatrist in Chief
Date: 9/27/2021