

**PROFESSIONAL SERVICES AGREEMENT BETWEEN**  
**LG Design, Inc.**  
**AND THE CITY OF ANN ARBOR**  
**FOR WTP Interim UV Disinfection System**

The City of Ann Arbor, a Michigan municipal corporation, having its offices at 301 E. Huron St. Ann Arbor, Michigan 48104 ("City"), and LG Design, Inc. (a wholly owned subsidiary of Jacobs Engineering Group ("Contractor"), a(n) Delaware Corporation  
(State where organized) (Partnership, Sole Proprietorship, or Corporation)  
with its address at 200 Verdae Blvd., Greenville, SC 29607,  
agree as follows:

The Contractor agrees to provide services to the City under the following terms and conditions:

**I. DEFINITIONS**

Administering Service Area/Unit means Water Treatment Services Unit.

Contract Administrator means Senior Utilities Engineer, acting personally or through any assistants authorized by the Administrator/Manager of the Administering Service Area/Unit.

Deliverables means all Plans, Specifications, Reports, Recommendations, and other materials developed for and delivered to City by Contractor under this Agreement.

Project means WTP Interim UV Disinfection System.  
Project name

**II. DURATION**

Contractor shall commence performance on October 16, 2018 ("Commencement Date"). This Agreement shall remain in effect until satisfactory completion of the Services specified below unless terminated as provided for in Article XI. The terms and conditions of this Agreement shall apply to the earlier of the Effective Date or Commencement Date.

**III. SERVICES**

- A. The Contractor agrees to provide Professional Engineering Services  
type of service  
("Services") in connection with the Project as described in Exhibit A. The City retains the right to make changes to the quantities of service within the general scope of the Agreement at any time by a written order. If the changes add to or deduct from the extent of the services, the contract sum shall be adjusted accordingly. All such changes shall be executed under the conditions of the original Agreement.

- B. Quality of Services under this Agreement shall be of the level of quality performed by persons regularly rendering this type of service. Determination of acceptable quality shall be made solely by the Contract Administrator.
- C. The Contractor shall perform its Services for the Project in compliance with all statutory, regulatory, and contractual requirements now or hereafter in effect as may be applicable to the rights and obligations set forth in the Agreement.
- D. The Contractor may rely upon the accuracy of reports and surveys provided to it by the City (if any) except when defects should have been apparent to a reasonably competent professional or when it has actual notice of any defects in the reports and surveys.

#### **IV. INDEPENDENT CONTRACTOR**

The Parties agree that at all times and for all purposes under the terms of this Agreement each Party's relationship to any other Party shall be that of an independent contractor. Each Party will be solely responsible for the acts of its own employees, agents, and servants. No liability, right, or benefit arising out of any employer/employee relationship, either express or implied, shall arise or accrue to any Party as a result of this Agreement.

#### **V. COMPENSATION OF CONTRACTOR**

- A. The Contractor shall be paid in the manner set forth in Exhibit B. Payment shall be made monthly, unless another payment term is specified in Exhibit B, following receipt of invoices submitted by the Contractor, and approved by the Contract Administrator.
- B. The Contractor will be compensated for Services performed in addition to the Services described in Article III, only when the scope of and compensation for those additional Services have received prior written approval of the Contract Administrator.
- C. The Contractor shall keep complete records of work performed (e.g. tasks performed, hours allocated, etc.) so that the City may verify invoices submitted by the Contractor. Such records shall be made available to the City upon request and submitted in summary form with each invoice.

#### **VI. INSURANCE/INDEMNIFICATION**

- A. The Contractor shall procure and maintain during the life of this contract such insurance policies, including those set forth in Exhibit C, as will protect itself and the City from all claims for bodily injuries, death or property damage that may arise under this contract; whether the act(s) or omission(s) giving rise to the claim were made by the Contractor, any subcontractor or anyone employed by them directly or indirectly. Prior to commencement of work under this Agreement, Contractor shall provide to the City documentation satisfactory to the City, through City-approved means (currently myCOI), demonstrating it has obtained the policies and endorsements required by Exhibit C. Contractor shall add registration@mycoitracking.com to its safe sender's list so that it will receive necessary communication from myCOI. When requested, Contractor shall provide the same documentation for its subcontractor(s) (if any).
- B. Any insurance provider of Contractor shall be authorized to do business in the State of Michigan and shall carry and maintain a minimum rating assigned by A.M. Best & Company's Key Rating Guide of "A-" Overall and a minimum Financial Size Category of "V". Insurance policies and certificates issued by non-authorized insurance companies are not acceptable unless approved in writing by the City.
- C. To the fullest extent permitted by law, Contractor shall indemnify, defend, and hold the City, its officers, employees and agents harmless from all suits, claims, judgments and expenses, including attorney's fees, resulting or alleged to result, from any acts or omissions by Contractor or its employees and agents occurring in the performance of or breach in this Agreement, except to the extent that any suit, claim, judgment or expense are finally judicially determined to have resulted from the City's negligence or willful misconduct or its failure to comply with any of its material obligations set forth in this Agreement.

## VII. COMPLIANCE REQUIREMENTS

- A. Nondiscrimination. The Contractor agrees to comply, and to require its subcontractor(s) to comply, with the nondiscrimination provisions of MCL 37.2209. The Contractor further agrees to comply with the provisions of Section 9:158 of Chapter 112 of the Ann Arbor City Code and to assure that applicants are employed and that employees are treated during employment in a manner which provides equal employment opportunity.

- B. Living Wage. If the Contractor is a "covered employer" as defined in Chapter 23 of the Ann Arbor City Code, the Contractor agrees to comply with the living wage provisions of Chapter 23 of the Ann Arbor City Code. The Contractor agrees to pay those employees providing Services to the City under this Agreement a "living wage," as defined in Section 1:815 of the Ann Arbor City Code, as adjusted in accordance with Section 1:815(3); to post a notice approved by the City of the applicability of Chapter 23 in every location in which regular or contract employees providing services under this Agreement are working; to maintain records of compliance; if requested by the City, to provide documentation to verify compliance; to take no action that would reduce the compensation, wages, fringe benefits, or leave available to any employee or person contracted for employment in order to pay the living wage required by Section 1:815; and otherwise to comply with the requirements of Chapter 23.

### **VIII. WARRANTIES BY THE CONTRACTOR**

- A. The Contractor warrants that the quality of its Services under this Agreement shall conform to the level of quality performed by persons regularly rendering this type of service.
- B. The Contractor warrants that it has all the skills, experience, and professional licenses necessary to perform the Services specified in this Agreement.
- C. The Contractor warrants that it has available, or will engage, at its own expense, sufficient trained employees to provide the Services specified in this Agreement.
- D. The Contractor warrants that it is not, and shall not become overdue or in default to the City for any contract, debt, or any other obligation to the City including real and personal property taxes.
- E. The Contractor warrants that its proposal for services was made in good faith, it arrived at the costs of its proposal independently, without consultation, communication or agreement, for the purpose of restricting completion as to any matter relating to such fees with any competitor for these Services; and no attempt has been made or shall be made by the Contractor to induce any other person or firm to submit or not to submit a proposal for the purpose of restricting competition.

### **IX. OBLIGATIONS OF THE CITY**

- A. The City agrees to give the Contractor access to the Project area and other City-owned properties as required to perform the necessary Services under this Agreement.
- B. The City shall notify the Contractor of any defects in the Services of which the Contract Administrator has actual notice.

## **X. ASSIGNMENT**

- A. The Contractor shall not subcontract or assign any portion of any right or obligation under this Agreement without prior written consent from the City. Notwithstanding any consent by the City to any assignment, Contractor shall at all times remain bound to all warranties, certifications, indemnifications, promises and performances, however described, as are required of it under the Agreement unless specifically released from the requirement, in writing, by the City.
- B. The Contractor shall retain the right to pledge payment(s) due and payable under this Agreement to third parties.

## **XI. TERMINATION OF AGREEMENT**

- A. If either party is in breach of this Agreement for a period of fifteen (15) days following receipt of notice from the non-breaching party with respect to a breach, the non-breaching party may pursue any remedies available to it against the breaching party under applicable law, including but not limited to, the right to terminate this Agreement without further notice. The waiver of any breach by any party to this Agreement shall not waive any subsequent breach by any party.
- B. The City may terminate this Agreement, on at least thirty (30) days advance notice, for any reason, including convenience, without incurring any penalty, expense or liability to Contractor, except the obligation to pay for Services actually performed under the Agreement before the termination date.
- C. Contractor acknowledges that, if this Agreement extends for several fiscal years, continuation of this Agreement is subject to appropriation of funds for this Project. If funds to enable the City to effect continued payment under this Agreement are not appropriated or otherwise made available, the City shall have the right to terminate this Agreement without penalty at the end of the last period for which funds have been appropriated or otherwise made available by giving written notice of termination to Contractor. The Contract Administrator shall give Contractor written notice of such non-appropriation within thirty (30) days after it receives notice of such non-appropriation.
- D. The provisions of Articles VI and VIII shall survive the expiration or earlier termination of this Agreement for any reason. The expiration or termination of this Agreement, for any reason, shall not release either party from any obligation or liability to the other party, including any payment obligation that has already accrued and Contractor's obligation to deliver all Deliverables due as of the date of termination of the Agreement.

## **XII. REMEDIES**

- A. This Agreement does not, and is not intended to, impair, divest, delegate or contravene any constitutional, statutory and/or other legal right, privilege, power, obligation, duty or immunity of the Parties.

- B. All rights and remedies provided in this Agreement are cumulative and not exclusive, and the exercise by either party of any right or remedy does not preclude the exercise of any other rights or remedies that may now or subsequently be available at law, in equity, by statute, in any agreement between the parties or otherwise.
- C. Absent a written waiver, no act, failure, or delay by a Party to pursue or enforce any rights or remedies under this Agreement shall constitute a waiver of those rights with regard to any existing or subsequent breach of this Agreement. No waiver of any term, condition, or provision of this Agreement, whether by conduct or otherwise, in one or more instances, shall be deemed or construed as a continuing waiver of any term, condition, or provision of this Agreement. No waiver by either Party shall subsequently effect its right to require strict performance of this Agreement.

### **XIII. NOTICE**

All notices and submissions required under this Agreement shall be delivered to the respective party in the manner described herein to the address stated in this Agreement or such other address as either party may designate by prior written notice to the other. Notices given under this Agreement shall be in writing and shall be personally delivered, sent by next day express delivery service, certified mail, or first class U.S. mail postage prepaid, and addressed to the person listed below. Notice will be deemed given on the date when one of the following first occur: (1) the date of actual receipt; (2) the next business day when notice is sent next day express delivery service or personal delivery; or (3) three days after mailing first class or certified U.S. mail.

If Notice is sent to the CONTRACTOR, it shall be addressed and sent to:

Jacobs Engineering Group  
'Mr. Tony Meyers, PE  
135 South 84<sup>th</sup> Street, Suite 400  
Milwaukee, WI 53214

If Notice is sent to the CITY, it shall be addressed and sent to:

City of Ann Arbor  
Glen Wiczorek, PE  
(insert name of Administering Service Area Administrator)

301 E. Huron St.  
Ann Arbor, Michigan 48104

With a copy to: The City of Ann Arbor  
ATTN: Office of the City Attorney  
301 East Huron Street, 3<sup>rd</sup> Floor  
Ann Arbor, Michigan 48104

#### **XIV. CHOICE OF LAW AND FORUM**

This Agreement will be governed and controlled in all respects by the laws of the State of Michigan, including interpretation, enforceability, validity and construction, excepting the principles of conflicts of law. The parties submit to the jurisdiction and venue of the Circuit Court for Washtenaw County, State of Michigan, or, if original jurisdiction can be established, the United States District Court for the Eastern District of Michigan, Southern Division, with respect to any action arising, directly or indirectly, out of this Agreement or the performance or breach of this Agreement. The parties stipulate that the venues referenced in this Agreement are convenient and waive any claim of non-convenience.

#### **XV. OWNERSHIP OF DOCUMENTS**

Upon completion or termination of this Agreement, all documents (i.e., Deliverables) prepared by or obtained by the Contractor as provided under the terms of this Agreement shall be delivered to and become the property of the City. Original basic survey notes, sketches, charts, drawings, partially completed drawings, computations, quantities and other data shall remain in the possession of the Contractor as instruments of service unless specifically incorporated in a deliverable, but shall be made available, upon request, to the City without restriction or limitation on their use. The City acknowledges that the documents are prepared only for the Project. Prior to completion of the contracted Services the City shall have a recognized proprietary interest in the work product of the Contractor.

Unless otherwise stated in this Agreement, any intellectual property owned by Contractor prior to the effective date of this Agreement (i.e., Preexisting Information) shall remain the exclusive property of Contractor even if such Preexisting Information is embedded or otherwise incorporated in materials or products first produced as a result of this Agreement or used to develop Deliverables. The City's right under this provision shall not apply to any Preexisting Information or any component thereof regardless of form or media.

#### **XVI. CONFLICTS OF INTEREST OR REPRESENTATION**

Contractor certifies it has no financial interest in the Services to be provided under this Agreement other than the compensation specified herein. Contractor further certifies that it presently has no personal or financial interest, and shall not acquire any such interest, direct or indirect, which would conflict in any manner with its performance of the Services under this Agreement.

Contractor agrees to advise the City if Contractor has been or is retained to handle any matter in which its representation is adverse to the City. The City's prospective consent to the Contractor's representation of a client in matters adverse to the City, as identified above, will not apply in any instance where, as the result of Contractor's representation, the Contractor has obtained sensitive, proprietary or otherwise confidential information of a non-public nature that, if known to another client of the Contractor, could be used in any such other matter by the other client to the material disadvantage of the City. Each matter will be reviewed on a case by case basis.

## **XVII. SEVERABILITY OF PROVISIONS**

Whenever possible, each provision of this Agreement will be interpreted in a manner as to be effective and valid under applicable law. However, if any provision of this Agreement or the application of any provision to any party or circumstance will be prohibited by or invalid under applicable law, that provision will be ineffective to the extent of the prohibition or invalidity without invalidating the remainder of the provisions of this Agreement or the application of the provision to other parties and circumstances.

## **XVIII. EXTENT OF AGREEMENT**

This Agreement, together with any affixed exhibits, schedules or other documentation, constitutes the entire understanding between the City and the Contractor with respect to the subject matter of the Agreement and it supersedes, unless otherwise incorporated by reference herein, all prior representations, negotiations, agreements or understandings whether written or oral. Neither party has relied on any prior representations, of any kind or nature, in entering into this Agreement. No terms or conditions of either party's invoice, purchase order or other administrative document shall modify the terms and conditions of this Agreement, regardless of the other party's failure to object to such form. This Agreement shall be binding on and shall inure to the benefit of the parties to this Agreement and their permitted successors and permitted assigns and nothing in this Agreement, express or implied, is intended to or shall confer on any other person or entity any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement. This Agreement may only be altered, amended or modified by written amendment signed by the Contractor and the City. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall be deemed to be one and the same agreement.

## **XIX. ELECTRONIC TRANSACTION**

The parties agree that signatures on this Agreement may be delivered electronically in lieu of an original signature and agree to treat electronic signatures as original signatures that bind them to this Agreement.

## **XX. EFFECTIVE DATE**

This Agreement will become effective when all parties have signed it. The Effective Date of this Agreement will be the date this Agreement is signed by the last party to sign it.



**FOR CONTRACTOR**

By Mark A. Pochody  
Mark A. Pochody / Type Name  
Its Client Account Manager  
Date: 11-9-2018

**FOR THE CITY OF ANN ARBOR**

By Christopher Taylor 11/28/2018  
CHRISTOPHER TAYLOR, MAYOR

By Jacqueline Beaudry 11/28/2018  
JACQUELINE BEAUDRY, CITY CLERK

**Approved as to substance**

Craig Hupy 11/21/2018  
CRAIG HUPY, PUBLIC SERVICES AREA ADMINISTRATOR  
Public Services Area Administrator

Howard Lazarus 11/30/2018  
HOWARD LAZARUS, CITY ADMINISTRATOR

**Approved as to form and content**

Stephen K. Postema 11/19/2018  
STEPHEN POSTEMA, CITY ATTORNEY

## **EXHIBIT A SCOPE OF SERVICES**

This project is organized into five tasks, as follows. An evaluation of interim UV alternatives and selection of the best alternative will be completed by CH2M before this project starts.

Unless specifically clarified otherwise, all Tasks and efforts described below are the responsibility of CH2M.

### Task 1 UV Equipment Pre-Selection

Experienced UV equipment suppliers will be evaluated for appropriate equipment for this project. A specification for the UV equipment will be prepared, along with pre-selection documents outlining benefit criteria, capital costs, operating costs, maintenance costs. Bids for UV equipment will be solicited from qualified manufacturers.

A one-day workshop will be conducted with the three top UV suppliers to review their equipment and Bid. Consideration will be given for the ability of the equipment to be re-used in the permanent UV facility, and the ability to provide additional UV equipment for the permanent facility. A letter will be prepared documenting the selection of the UV supplier.

### Task 2 Design

The purpose of this task is to develop Contract Documents for competitive bidding of the project. The documents will be prepared for a single construction contract. The Division 0 documents will be Ann Arbor standard documents. Technical Specifications will be prepared using the Engineer's standard forms and specifications. Drawings will be prepared using the Engineer's standard format, size (22-inch by 34-inch full-size), and legends. Electronic documents will be provided on a CD in AutoCAD and PDF (drawings) and Word (specs) at the end of the design.

The Engineer shall complete final design of the project based upon the interim UV alternative selected in a previous study. Specific activities of the final design shall include the following:

- Process/Mechanical Design for the UV installation, including reviewing impacts on hydraulics of the existing transfer pumps
- Instrumentation and Control design to send monitoring signals from the UV system to the plant SCADA system

- Electrical Design – Power supply to the UV system, along with location of the power supply units
- Architectural Design, if modifications to access and handrails are needed.
- Structural Design, if structural changes are needed for the new UV equipment.

The design scope and fee are based on the estimated drawing list below. During preparation of the Contract Documents, the Engineer shall meet with the Owner and MDEQ at 60% and 90% design. Two copies of drawings and specifications will be provided at each review milestone. Comments received from the Owner and MDEQ shall be documented in summary meeting notes and design review forms.

**Deliverables:** Contract bid documents, including drawings and specifications, will be prepared for the 100 percent complete milestones after comments are addressed. Three half-size hard copies and one electronic copy (CDs of drawings and specifications) will be submitted to the Owner.

A construction cost estimate will be prepared after the 90 percent design submittal.

Two PE stamped hard copies will be submitted to MDEQ, along with the approval permit form.

These design services are based on the following assumptions:

1. Engineering scope and fees are based on locating UV equipment in the existing building or in a pre-engineered container.
2. Owner will provide drawings of the existing plant and yard piping.
3. Engineering scope and fees are based on the estimated design drawing sheet list below. No geotechnical or heating/ventilation/air conditioning services are anticipated.
4. Any investigation and remediation of possible hazardous waste, asbestos, lead paint or other types of contamination will be conducted as a separate contract.
5. Modification to the foundations of existing structures is not required.
6. Ann Arbor will handle any building permit requirements and fees.

## Design Drawing Sheet List

### General

1	Title Sheet and Vicinity, Location Maps
2	Index to Drawings
3	General Site Plan and Designation Legend
4	Abbreviations and Flow Stream Identification
5	I&C Legend
6	Mechanical Process Legend
7	Electrical Legend
8	Structural Legend

### Structural

10	Structural plan
11	Structural sections

### Architectural

12	Architectural plan
13	Architectural sections and details
14	Architectural demolition

### I&C

15	P&ID UV
16	Control Schematic

### Process Mechanical

17	UV Plan
18	UV Section and Detail
19	UV Section and Detail
20	Piping Demolition

### Electrical

21	One Line Diagram
22	Power Supply Plan
23	UV Process Plan
24	UV Sections and Details

### Details

25	Mechanical
26	Mechanical
27	I&C
28	Electrical
29	Structural

### Task 3 MDEQ Meetings and Coordination

The Engineer will conduct the following meetings with MDEQ:

1. A meeting during the UV pre-selection workshop to review the equipment and answer any questions on UV performance, maintenance and operations. UV monitoring requirements for regulatory compliance will be discussed and documented in the alternatives evaluation report.
2. A 60% design review meeting
3. A 90% design review meeting

### Task 4 Project Management

Project management and communication include the following processes:

- Quality Control/Quality Assurance Plan: Engage the quality control/quality assurance team throughout the project to optimize and complete reviews of work.
- Project Instructions: Prepare project instructions to guide the execution of the work on schedule and within budget.
- Project Meetings: Prepare agenda and meeting minutes. Attend and facilitate meetings.
- Invoices: Prepare and submit invoices. Keep Owner apprised of project progress, budget and schedule.

### Task 5 Bid Services

Engineer will answer questions during bidding, provide clarifications and prepare any required addenda. Owner will advertise the bid, distribute documents and receive bids. Engineer will review bids and assist the Owner in selecting a contractor.

### Schedule

The following schedule is anticipated for this interim UV project.

Engineer Notice to Proceed	October 12, 2018
UV Workshop with Manufacturers	October 19, 2018
UV Equipment Pre-selection Decision	November 14, 2018

Final Design Completion	January 15, 2019
Bidding through Contractor Notice to Proceed	July 2019
Shop drawing submittal and approval complete	September 1, 2019
Equipment manufacture and delivery	Sep 1, 2019 thru Jan 31, 2020
Construction Complete	April 2020
Startup and Testing	May 2020

## **EXHIBIT B COMPENSATION**

### General

Contractor shall be paid for those Services performed pursuant to this Agreement inclusive of all reimbursable expenses (if applicable), in accordance with the terms and conditions herein. The Compensation Schedule below/attached states nature and amount of compensation the Contractor may charge the City:

(insert/Attach Negotiated Fee Arrangement)

**Administrative Use Only**  
Contract Date: \_\_\_\_\_

Engineering Fee  
The engineering fee for Tasks 1 through 5 above is summarized below.

Task Description	Senior Project Manager		Senior Consultant		Senior Engineer		Project Engineers		Staff Engineer		Administrative, CAD		Total Labor by Task	Total Hours by Task	Total Expense	Total by Task
	Tony Myers	Paul Swalm	Todd Elliott	Wood/Lecke/Lange/Siebers	Nora Sadik	Chris Dahl/ Sharon Laurent	Hours	Fees	Hours	Fees	Hours	Fees				
Task 1 UV Equipment Pre-Selection	16	\$4,000	2	\$420	30	\$5,700		\$0	8	\$960	24	\$2,400	\$13,480	80	\$1,500	\$14,980
Task 2 Design	72	\$18,000	8	\$1,680	80	\$15,200	184	\$32,200	40	\$4,800	360	\$36,000	\$107,880	744	\$1,500	\$109,380
Task 3 MDEQ Meetings/Coordination	24	\$6,000	2	\$420	16	\$3,040		\$0		\$0		\$0	\$9,460	42	\$1,000	\$10,460
Task 4 Project Management	20	\$5,000		\$0		\$0		\$0		\$0		\$0	\$5,000	20	\$200	\$5,200
Task 5 Bidding Assistance	8	\$2,000	2	\$420	8	\$1,520	4	\$700		\$0	4	\$400	\$5,040	26		\$5,040
<b>Total</b>	<b>140</b>	<b>\$35,000</b>	<b>14</b>	<b>\$2,940</b>	<b>134</b>	<b>\$25,460</b>	<b>188</b>	<b>\$32,900</b>	<b>48</b>	<b>\$5,760</b>	<b>388</b>	<b>\$38,800</b>	<b>\$140,860</b>	<b>912</b>	<b>\$4,200</b>	<b>\$145,060</b>

In the engineering contract, the legal entity for CH2M HILL in Michigan is "I.G. Design, Inc.," a wholly owned subsidiary of Jacobs Engineering Group



**EXHIBIT C**  
**INSURANCE REQUIREMENTS**

From the earlier of the Effective Date or the Commencement Date of this Agreement, and continuing without interruption during the term of this Agreement, Contractor shall have, at a minimum, the following insurance, including all endorsements necessary for Contractor to have or provide the required coverage.

- A. The Contractor shall have insurance that meets the following minimum requirements:
1. Professional Liability Insurance or Errors and Omissions Insurance protecting the Contractor and its employees in an amount not less than \$1,000,000.
  2. Worker's Compensation Insurance in accordance with all applicable state and federal statutes. Further, Employers Liability Coverage shall be obtained in the following minimum amounts:  
  
Bodily Injury by Accident - \$500,000 each accident  
Bodily Injury by Disease - \$500,000 each employee  
Bodily Injury by Disease - \$500,000 each policy limit
  3. Commercial General Liability Insurance equivalent to, as a minimum, Insurance Services Office form CG 00 01 04 13 or current equivalent. The City of Ann Arbor shall be an additional insured. There shall be no added exclusions or limiting endorsements that diminish the City's protections as an additional insured under the policy. Further, the following minimum limits of liability are required:  
  
\$1,000,000 Each occurrence as respect Bodily Injury Liability or Property Damage Liability, or both combined  
\$2,000,000 Per Project General Aggregate  
\$1,000,000 Personal and Advertising Injury
  4. Motor Vehicle Liability Insurance equivalent to, as a minimum, Insurance Services Office form CA 00 01 10 13 or current equivalent. Coverage shall include all owned vehicles, all non-owned vehicles and all hired vehicles. The City of Ann Arbor shall be an additional insured. There shall be no added exclusions or limiting endorsements that diminish the City's protections as an additional insured under the policy. Further, the limits of liability shall be \$1,000,000 for each occurrence as respects Bodily Injury Liability or Property Damage Liability, or both combined.
  5. Umbrella/Excess Liability Insurance shall be provided to apply in excess of the Commercial General Liability, Employers Liability and the Motor Vehicle

coverage enumerated above, for each occurrence and for aggregate in the amount of \$1,000,000.

- B. Insurance required under A.3 and A.4 above shall be considered primary as respects any other valid or collectible insurance that the City may possess, including any self-insured retentions the City may have; and any other insurance the City does possess shall be considered excess insurance only and shall not be required to contribute with this insurance. Further, the Contractor agrees to waive any right of recovery by its insurer against the City for any insurance listed herein.
- C. Insurance companies and policy forms are subject to approval of the City Attorney, which approval shall not be unreasonably withheld. Documentation must provide and demonstrate an unconditional and unqualified 30-day written notice of cancellation in favor of the City of Ann Arbor. Further, the documentation must explicitly state the following: (a) the policy number(s); name of insurance company; name(s), email address(es), and address(es) of the agent or authorized representative; name and address of insured; project name; policy expiration date; and specific coverage amounts; (b) any deductibles or self-insured retentions, which may be approved by the City in its sole discretion; (c) that the policy conforms to the requirements specified. Contractor shall furnish the City with satisfactory certificates of insurance and endorsements prior to commencement of any work. Upon request, the Contractor shall provide within 30 days, a copy of the policy(ies) and all required endorsements to the City. If any of the above coverages expire by their terms during the term of this contract, the Contractor shall deliver proof of renewal and/or new policies and endorsements to the Administering Service Area/Unit at least ten days prior to the expiration date.