

**PROFESSIONAL SERVICES AGREEMENT BETWEEN
ANN ARBOR ARCHITECTS COLLABORATIVE, INC
AND THE CITY OF ANN ARBOR
FOR PROFESSIONAL ARCHITECTURAL / ENGINEERING SERVICES FOR
NEW FIRE STATION
RFP NO. #20-29**

This agreement ("Agreement") is between the City of Ann Arbor, a Michigan municipal corporation, having its offices at 301 E. Huron St. Ann Arbor, Michigan 48104 ("City"), and Ann Arbor Architects Collaborative, Inc. ("Contractor"), a corporation organized and doing business under the laws of the State of Michigan, with its address at 115 ½ East Liberty Street, Ann Arbor, MI 48104. City and Contractor are referred to collectively herein as the "Parties." The Parties agree as follows:

I. DEFINITIONS

Administering Service Area/Unit means Fire Department.

Contract Administrator means Fire Chief Mike Kennedy, 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 RFP #20-29 Professional Architectural / Engineering Services for New Fire Station 4

II. DURATION

Contractor shall commence performance on April 1, 2021 ("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 RFP #20-29 Professional Architectural / Engineering Services for New Fire Station 4 as amended ("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 compensation shall be adjusted accordingly. All such changes shall be executed under the conditions of the original Agreement.
- B. The services Contractor provides will be performed in a manner consistent with that degree of care as ordinarily exercised by similarly situated design professionals currently practicing under similar circumstances. No warranty or guarantee is included or intended in this Agreement or instruments of its services.

- C. Contractor shall exercise usual and customary professional care in its efforts to comply with codes, regulations, laws, rules, ordinances, and such other requirements in effect as of the date of the execution of this 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.

Contractor does not have any authority to execute any contract or agreement on behalf of the City, and is not granted any authority to assume or create any obligation or liability on the City's behalf, or to bind the City in any way.

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 from the Effective Date or Commencement Date of this Agreement (whichever is earlier) through the conclusion of this Agreement, 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 Agreement; 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, the Contractor shall indemnify and hold harmless City from and against damages, losses, costs and expenses (including reasonable attorneys' and experts' fees, interest and court costs) to the extent such damages result from the negligent act, error or omission of the Contractor, its employees, subconsultants or anyone for whose actions the Contractor is legally responsible.

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 shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Contractor shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.
- B. The Contractor warrants that it has all the skills, experience, and professional licenses (if applicable) necessary to perform the Services pursuant to this Agreement.
- C. The Contractor warrants that it has available, or will engage, at its own expense, sufficient trained employees to provide the Services pursuant to this Agreement.
- D. The Contractor warrants that it has no personal or financial interest in the Project other than the fee it is to receive under this Agreement. The Contractor further certifies that it shall not acquire any such interest, direct or indirect, which would conflict in any manner with the performance of the Services it is to provide pursuant to this Agreement. Further Contractor agrees and certifies that it does not and will not employ or engage any person with a personal or financial interest in this Agreement.
- E. 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. Further Contractor agrees that the City shall have the right to set off any such debt against compensation awarded for Services under this Agreement.
- F. 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.
- G. The person signing this Agreement on behalf of Contractor represents and warrants that she/he has express authority to sign this Agreement for Contractor and agrees to hold the City harmless for any costs or consequences of the absence of actual authority to sign.

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 below 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:

Ann Arbor Architects Collaborative, Inc.
ATTN: Donald Barry
115 ½ East Liberty Street
Ann Arbor, MI 48104

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

City of Ann Arbor
ATTN: Fire Chief

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, 3rd 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.

City agrees, to the extent permitted by law but without waiving or abrogating its sovereign immunity, to be responsible for any claim, damage, liability or cost (including reasonable attorney fees), caused by arising or allegedly arising out of any unauthorized reuse or modification of the construction documents by City or any person or entity that acquires or obtains the plans and specification from or through City without the written authorization of the Contractor.

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 Exhibits A, B, and C, 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. This Agreement may be executed and delivered by facsimile and upon such delivery, the facsimile signature will be deemed to have the same effect as if the original signature had been delivered to the other party.

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.

[REMAINDER OF PAGE LEFT BLANK; SIGNATURE PAGE FOLLOWS]

FOR CONTRACTOR

By _____
Type Name

Its _____

This ___ day of _____, 20___

FOR THE CITY OF ANN ARBOR

By _____
Christopher Taylor, Mayor

By _____
Jacqueline Beaudry, City Clerk

This ___ day of _____, 20___

Approved as to substance

By _____
Tom Crawford, City Administrator

Mike Kennedy, Fire Chief

Approved as to form and content

Stephen K. Postema, City Attorney

EXHIBIT A SCOPE OF SERVICES

PHASE 1 - PRE-DESIGN

This initial project phase is the point in the project to set the project goals, core objectives and direction of the project through a Visioning Session. The project team will use this early stage to analyze the feasibility of Net Zero goals and the means for their accomplishment. Human health and wellness for fire fighters will be highlighted and discussed. All necessary background information will be obtained, including topographic, ALTA, and tree surveys, and geotechnical testing as required. Insite Design will investigate site design concepts to address flood plain and wetland site challenges.

Program confirmation and initial meetings with City Staff will also be included in the phase of the project. Before design concepts for the fire station are finalized, the A3C/TCA Team will review the existing program with the City to assess important adjacencies.

Deliverables for this phase comprise the following:

- Project Visioning Session
- Net Zero strategy
- Survey / Testing / Information gathering
- Conceptual site design
- Program confirmation and revision

This phase is anticipated to take three to four weeks.

PHASE 2 - SCHEMATIC DESIGN

A Conceptual Design with floor plans and key elevations will be developed to explain the design concept. The Conceptual Design will be presented to the City of Ann Arbor project team and revised, based on their input, for a final design.

Deliverables for this phase comprise the following:

- Conceptual Floor Plans & Key Elevations
- Updated Site Design
- Preliminary MEP Engineering and Energy Modeling
- Updated Project Schedule.
- Preliminary Project Budget
- Outline Specifications of Building Systems and Structural Concepts for review.
- Goals and target matrix for sustainability objectives

This phase is anticipated to take four to six weeks and includes time for integration of initial site and design ideas.

PHASE 3 - DESIGN DEVELOPMENT

Further development of the conceptual design will be developed during the Design Development Phase. For a successful sustainable strategy to continue during this phase, energy simulations, life cycle costing and a deeper dive into the performance criteria of building materials will also be a part of this phase.

Basic Interior Design is included with the office furniture and layout design to be coordinated with the office systems supplier, if the City has a preferred supplier available.

The A3C Design Team will attend meetings with the City Project Team for any commission review and approval meetings.

Deliverables for this phase comprise the following:

- Documents to be completed to 35% site, architectural, mechanical, electrical, plumbing, low voltage and structural drawings for Owner review prior to proceeding to the Construction Document Phase.
- (3) Agency Coordination Meetings.
- Produce design documents for the scope of the project for Preliminary and Final Site Plan approvals.
- Revise Project Schedule, if necessary.
- Updated specifications with performance criteria
- Energy simulation results
- Evaluations of Life Cycle Costing
- Updated Goals and Targets matrix for Sustainability objectives

Total timing will be dependent on the City approval process.

PHASE 4 - CONSTRUCTION DOCUMENTATION

Documentation and Review –

We will develop the documents to a level that can productively be reviewed by the City's Designated Representatives. We will conduct a 50% review 'page turn' of this documentation, which will include:

- Preliminary architectural drawings including demolition and new work plans, reflected ceiling plans, and select elevations
- Preliminary MEP drawings
- Proposed finishes including material samples
- Product data
- Outline specification and systems narrative
- Preliminary opinion of probable construction cost

Construction Documentation –

Upon approval of the 50% review documentation, we will begin final construction documents. Revisions and corrections to the 50% documents, based on review and input from the City's Designated Representatives, will begin this phase of work.

Construction Documentation and Review –

The design team will then develop the documents for final review. We suggest that this review take place at 85% document completion so that any comments or corrections can be incorporated into the final bid set. These documents will be presented to designated agents at a review meeting and will include:

- Architectural drawings including demolition plans, new work plans, reflected ceiling plans, interior elevations, schedules, and details
- MEP drawings including mechanical systems design, electrical power, voice/data, security systems, audio/visual systems, and plumbing design

- Final specifications including performance criteria for fire protection and fire alarm/detection systems
- Opinion of probable construction cost
- Updated energy goals matrix that will track any green building certification goals
- Material substitution and acceptable criteria matrix

Final Bid Document Issue –

- Upon review and approval of the 85% documentation the design team will implement any corrections or comments into the documents in preparation for issuance of bid documents. These documents will allow for flexibility in award and be compiled into a format acceptable to the City for solicitation of contractor bids.

Timeline for final CDs will be four to five months.

PHASE 5 - BIDDING CONSTRUCTION, AND COMMISSIONING

Bid Partnership –

During the bidding and negotiation phase, the design team will partner with Contractors and City Representatives to provide clarification and assistance to bidders. Addenda will be issued, as required by the inquiries received

Design Intent Documentation -

Clear documentation of energy goals, to make sure that project innovations are carried through are included as part of the bidding process. A value engineered approach that could negate some of the project intentions, will not be encouraged during the bidding process.

Construction Support –

In addition to the customary RFI/submittal/ punch list support, we will work with the Contractor to resolve any problems or conflicts and enhance the final work product. We will provide input on scope changes proposed by the City or the Contractor and find opportunities to correct any discrepancies before the work is constructed. We will attend scheduled meetings during construction and visit the site at appropriate intervals to engage in necessary change resolution and problem solving.

Substantial Completion and Closeout –

Upon substantial completion of the project, the design team will conduct a punch list review and document necessary closeout items. We will review Contractor as-built documentation and provide record documents to the City in electronic format. Two to four hard copy sets of plans, specifications and design notes indexed by appropriate discipline will also be provided to the City at project completion.

Commissioning -

Working closely with our MEP partners, all building operations manuals and procedures will be reviewed with the City and the building occupants. A commissioning agent is included as a part of the project team.

PHASE 6 - BUILDING OPERATION (START-UP)

The design team will transfer knowledge of building systems, so that the City will be able to successfully operate their new building. This phase is dependent on the successful closeout of the Construction Document and Commissioning Phase of the project.

PHASE 7 - POST OCCUPANCY (LONG-TERM BUILDING OPERATION)

A 'lessons learned,' post-project feedback meeting can help to bring this phase of the project to its best result; learning to make the next project better. This service can be added to the project as an additional service to make the City ensure that they have the best understanding of how their building can continue to thrive and provide valuable information for the next City project.

Continuing Partnership –

Upon request, A3C will conduct a review of any warranty items to be completed or corrected prior to the expiration of the warranty period and provide a list of outstanding warranty items to the City.

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:

PRELIMINARY DESIGN			
<i>Phase includes Pre-Design, Schematic Design, and Design Development Phases as defined in Exhibit A - Scope of Services</i>			
Firm Name	Discipline	Cost	Notes
PEA	Civil Engineering	\$30,250	
PEA	Topo Survey	\$9,500	50' overlap, public road to opposite curb at frontage
PEA	ALTA Survey	\$3,000	(Required for City of Ann Arbor Site Plan Submittal)
PEA	Tree Survey	\$1,500	Trees 6" dbh and greater, tagged and located, City tree condition worksheets
PEA	Geotechnical Investigation	\$8,000	Includes 4 borings at 15' (pavements), 5 borings at 20' (building).
PEA	Infiltration Testing	\$3,500	Typical WCWRC method
PEA	EGLE Wetland/ Floodplain Permitting	\$5,500	stormwater discharge to wetland. No impact to floodway
InSite	Landscape Architecture	\$11,250	
Silman	Structural Engineering	\$11,925	
A3C/TCA	Architectural Design	\$84,308	
PBA	MEP Engineering	\$30,550	
CommTech	Technology	\$4,500	
A3C/TCA	LEED/Net Zero Studies	\$10,000	
TOTAL BASE PROFESSIONAL FEES:		\$213,783	
Estimated Reimbursable Expenses		\$2,000	
TOTAL FOR PHASE:		\$215,783	
FINAL DESIGN			
<i>Phase includes Construction Document Phase as defined in Exhibit A - Scope of Services</i>			
Firm Name	Discipline	Cost	Notes
PEA	Civil Engineering	\$29,000	
InSite	Landscape Architecture	\$8,750	
Silman	Structural Engineering	\$9,275	
A3C/TCA	Architectural Design	\$65,573	
PBA	MEP Engineering	\$27,650	
CommTech	Technology	\$3,500	
TOTAL BASE PROFESSIONAL FEES:		\$143,748	
Estimated Reimbursable Expenses		\$2,000	
TOTAL FOR PHASE:		\$145,748	
BIDDING, CONSTRUCTION & COMMISSIONING			
<i>Phase includes Bidding, Construction, and Commissioning Phases as defined in Exhibit A - Scope of Services</i>			
Firm Name	Discipline	Cost	Notes
PEA	Civil Engineering	\$6,500	
InSite	Landscape Architecture	\$5,000	
Silman	Structural Engineering	\$5,300	
A3C/TCA	Architectural Design	\$37,470	
PBA	MEP Engineering	\$15,800	
CommTech	Technology	\$2,000	
PBA	Commissioning (non-LEED)	\$11,000	
TOTAL BASE PROFESSIONAL FEES:		\$83,070	
Estimated Reimbursable Expenses		\$6,500	
TOTAL FOR PHASE:		\$89,570	
FEE SUMMARY			
Firm Name	Discipline	Cost	Notes
PEA	Civil Engineering, Surveys, Testing	\$96,750	
InSite	Landscape Architecture	\$25,000	
Silman	Structural Engineering	\$26,500	
A3C/TCA	Architectural Design	\$197,350	
PBA	MEP Engineering	\$85,000	
CommTech	Technology	\$10,000	
TOTAL BASE PROFESSIONAL FEES:		\$440,600	
Estimated Reimbursable Expenses		\$10,500	
GRAND TOTAL		\$451,100	

**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. 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	General Aggregate
\$1,000,000	Personal and Advertising Injury

B. Insurance required under A.2 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. 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. 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.