

**PROFESSIONAL ARCHITECTURAL SERVICES
FOR THE CITY OF RIVIERA BEACH**

THIS CONTINUING SERVICES CONTRACT is entered into this _____ day of _____, 2020, between the City of Riviera Beach, Florida, (hereinafter referred to as “CITY”) and **WEST Architecture + Design, LLC.**, a Florida Corporation whose office is in West Palm Beach, Florida and whose Federal Identification number is **26-2447963** (hereinafter referred to as (“ARCHITECT”).

WITNESSETH:

WHEREAS, it has been determined that it is advisable and desirable to employ a regionally recognized firm of architects having special and broad experience in the desired fields for the purpose of providing professional architectural planning, and design services required in conjunction with improvements to the City of Riviera Beach; and

WHEREAS, the CITY, in accordance with section 287.055, Florida Statutes, known as the Consultant’s Competitive Negotiation Act, has selected ARCHITECT to be one of the most qualified firms to provide architectural services to the City; and

WHEREAS, the CITY is now desirous of contracting with ARCHITECT to provide continuing professional architectural services as set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants, promises and benefits herein contained, the parties hereto mutually understand and agree as follows:

ARTICLE 1 – BASIC SERVICES OF ARCHITECT

ARCHITECT shall serve as CITY’s professional ARCHITECT and planning representative in those phases of all projects to which this contract applies, and will give consultation and advice to the CITY during the performance of its services.

- A. General Project Development - ARCHITECT shall perform professional services as hereinafter provided which include general architectural services relating to projects as assigned by CITY. Services include, but are not limited to: (1) the preparation of construction plans, documents and specifications; (2) providing architectural/inspection services during construction (3) providing studies, investigations, and consultation as requested by staff; (4) preparing grants and permit applications and representing the CITY before all applicable governing and regulatory agencies; and (5) and providing monthly status reports of Projects.

In the event, that it is determined that a Work Order will be undertaken on a Lump Sum Basis, the ARCHITECT shall submit to the CITY, for its approval, a detailed Scope of Service with an hourly staff rate estimate for each portion of the scope. The ARCHITECT’s Lump Sum Fee shall be determined based on the actual hourly labor rates of the ARCHITECT’s employees as indicated in Exhibit “2” attached hereto.

B. Study and Report Phase - After written authorization to proceed, ARCHITECT shall:

1. Consult with CITY to determine its requirements for a Project and review available data.
2. Advise CITY as to the necessity of the CITY providing or obtaining from others data or services of the types described in Article 3(C) and act as CITY's representative in connection with any such services.
3. Provide special analyses of CITY's needs and comparative studies of prospective sites and solutions.
4. Provide general economic analysis of CITY's requirements applicable to various alternatives.
5. Prepare a Report with appropriate exhibits indicating clearly the considerations involved and the alternative solutions available to CITY, and setting forth ARCHITECT'S findings and recommendations with opinions of probable costs.
6. Furnish seven (7) copies of the Report and present and review it, in person, with CITY representatives.

C. Preliminary Design Phase - After written authorization to proceed with the Preliminary Design Phase, ARCHITECT shall:

1. In consultation with CITY and on the basis of the accepted Report, determine the Scope of a Project.
2. Prepare preliminary design documents consisting of final design criteria, preliminary drawings and outline specifications.
3. Based on the information contained in the preliminary design documents, submit a revised opinion of probable cost for each Project including construction cost, contingencies, compensation for all professionals and architects, cost of land, and compensation for or damages to properties and interest and financing charges (all of which are hereinafter called "Project Costs").
4. Furnish seven (7) copies of the above preliminary design documents and present and review them in person with CITY representatives.
5. Furnish copies and solicit review comments from interested governmental and regulatory agencies and utility companies.

D. Final Design Phase - After written authorization to proceed with the Final Design Phase, ARCHITECT shall:

1. On the basis of the accepted preliminary design documents prepare for incorporation in the Contract Documents, final drawings to show the character and scope of the work to be performed by Contractors on the Project (hereinafter called "Drawings"), and Specifications.
2. Furnish to CITY such documents and design data as may be required for, and prepare the required documents so that CITY may obtain approvals of such governmental authorities as having jurisdiction over design criteria applicable to each Project, and assume architectural

responsibility in obtaining such approvals by participating in submissions to and negotiations with appropriate authorities.

3. Advise CITY of any adjustments to its latest opinion of probable Project Cost caused by changes in scope, design requirements or construction costs and furnish a revised opinion of probable Project Cost based on the Drawings and Specifications.
4. Prepare bid forms, notice to bidders, instructions to bidders, general conditions and supplementary conditions, and assist in the preparation of the other related documents.
5. Prepare routine application for approvals and permits from all governmental authorities having jurisdiction over each project and from others as may be necessary for completion and operation of each project. However, ARCHITECT upon certification to the CITY that the application or permit is not routine, may have this service be considered as additional service. This shall include the furnishing of back-up data as required during the various permit application procedures.
6. Furnish seven (7) copies of the above mentioned documents and present and review them in person with CITY representatives.

E. Bidding or Negotiating Phase - Obtain bids from each separate prime Contract for construction or equipment.

1. Consult with and advise CITY as to the acceptability of subcontractors and other persons and organizations proposed by the prime Contractor(s) (hereinafter called "Contractor(s)") for those portions of the work as to which such acceptability is required by the Contract Documents.
2. Consult with and advise CITY as to the acceptability of substitute materials and equipment proposed by Contractor(s) when substitution is permitted by the Contract Documents.
3. Evaluate bids and assemble Contract Documents and recommend to CITY award of Contracts, and participate in presentation to CITY Board and other appropriate authorities as necessary.

F. Architectural/Inspection Services During Construction Phase

During Construction Phase, ARCHITECT shall perform the following services by the ARCHITECT's design office staff and qualified design professionals:

1. Consult with and advise CITY and act as its representative. All of CITY's instructions to Contractor(s) will be issued through ARCHITECT who will have authority to act on behalf of CITY except as otherwise provided in writing.
2. Make periodic visits to the site to observe as an experienced and qualified design professional the progress and quality of the executed work and to determine, in general, if the work is proceeding in accordance with the Contract Documents. ARCHITECT shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of such work unless provided for in the Work Order. ARCHITECT shall not be responsible for the means, methods, techniques, sequences or procedures of construction selected by Contractor(s) or the safety precautions and programs incident to the work of Contractor(s)

during such visits and keep CITY informed of the progress of the work, shall endeavor to guard CITY against defects and deficiencies in the work of Contractor(s), disapprove or reject work as failing to conform to the Contract Documents, and endeavor to achieve expeditious correction of such deficiencies.

3. Review and approve Shop Drawings and samples, the results of tests and inspections and other data which any Contractor is required to submit, for conformance with the design concept and operational requirements of each Project and compliance with the information given in the Contract Documents; determine the acceptability of substitute materials and equipment proposed by Contractor(s); and receive and review (for general content as required by the Specifications) maintenance and operating instructions, schedules, guarantees, bonds and certificates of inspection which are to be assembled by Contractor(s) in accordance with the Contract Documents.
4. Issue all instructions of CITY to Contractor(s); prepare routine change orders as required; ARCHITECT may, as the CITY's representative, require special inspection or testing of the work; act as interpreter of the requirements of the Contract Documents and judge the performance thereunder by the parties thereto; make decisions on all claims of CITY and Contractor(s) relating to the execution and progress of the work, and all other matters and questions related thereto; but ARCHITECT shall not be liable for the results of any such interpretations or decisions rendered by it as a result of erroneous or incomplete information or data provided to it by the CITY.
5. Whenever the CITY gives written notice of defects and deficiencies in any Project, as provided in Article 3-I, the ARCHITECT shall endeavor to achieve expeditious correction of such defects and/or deficiencies.
6. Based on ARCHITECT's on-site observations as an experienced and qualified design professional, input from the Project Representative(s) and its review of Contractor(s)' application for payment and the accompanying data and schedules, determine the amounts owing to Contractor(s) and approve in writing payments to Contractor(s) in such amounts; such approvals of payment to constitute a representation to CITY, based on such observations and review, that the work has progressed to the point indicated and that, the quality of the work is in accordance with the Contract Documents (subject to an evaluation of the work as a functioning Project upon Substantial Completion, to the results of any subsequent tests called for in the Contract Documents, and to any qualifications stated in his recommendation). By recommending any payment, ARCHITECT will not thereby be deemed to have represented that continuous or exhaustive examinations have been made by ARCHITECT to check the quality or quantity of the work or to review the means, methods, sequences, techniques or procedures or construction or safety precautions or programs incident thereto. Approving an application for payment ARCHITECT will not be deemed to have represented that he has made any examination to determine how or for what purposes any Contractor has used the monies paid on account of the Contract Price, or that title to any of the Contractor(s)' work, materials or equipment has passed to CITY free and clear of any lien, claims, security interests or encumbrances.
7. Conduct an inspection to determine if the Project is substantially complete and a final inspection to determine if the Project has been completed in accordance with the Contract Documents and if each Contractor has fulfilled all of his obligations thereunder so that ARCHITECT may approve, in writing, final payment to each Contractor.

8. ARCHITECT shall not be responsible for the acts or omissions of any Contractor, any subcontractor or any of the Contractor(s)' or subcontractors' agents or employees or any other persons (except his own employees and agents) at the Project site or otherwise performing any of the work of the project.
9. ARCHITECT shall provide, for each construction project, the set of original record Drawings, including capital asset listing, conforming to construction records, showing the significant changes made during the construction process, based upon the marked-up prints, Drawings and other data furnished to the ARCHITECT by the Contractor(s) and/or by Designees of the CITY.
10. Conduct an inspection sixty (60) days prior to the expiration of a guarantee period related to any Project designed by the ARCHITECT and report to Contractor and CITY discrepancies for correction under guarantees provided in the prime Contract for the Project.

ARTICLE 2 - ADDITIONAL SERVICES OF ARCHITECT

- A. General - If authorized in writing by CITY, ARCHITECT shall furnish or obtain from others Additional Services of the following types which are not considered normal or customary Basic Services; these will be paid for by CITY as indicated in Article 5.
1. (1) Preparation of applications and supplemental project information for governmental grants, loans or advances in connection with a Project; (2) preparation of review of environmental assessments and impact statements; and (3) assume architectural responsibility in obtaining approvals of authorities having jurisdiction over the anticipated environmental impact of any Project.
 2. Services resulting from significant changes in general scope of the Project or its design including, but not limited to, changes in size, complexity, CITY's schedule, or character of construction; and revising previously accepted studies, reports, design documents or Contract Documents when such revisions are due to causes beyond ARCHITECT's control.
 3. Providing renderings or models for CITY's use.
 4. Perform those functions required of the ARCHITECT by bond resolutions, and as otherwise authorized by the CITY.
 5. At request of CITY, furnishing the services of specialty sub consultants for civil, geotechnical, electrical, plumbing, mechanical, structural, and environmental engineering incidental thereto.
 6. Service resulting from the involvement of more separate prime Contracts for construction or for equipment not originally contemplated.
 7. Services in connection with change orders to reflect changes requested by CITY if the resulting change in compensation for Basic Services is not commensurate with the additional services rendered and services resulting from significant delays, changes in price increases occurring as a direct or indirect result of material, equipment or energy shortages.
 8. Additional or extended services during construction made necessary by (1) work damaged by fire or other causes during construction; (2) prolongation of time of Contract on any prime

Contract by more than sixty (60) days; (3) acceleration of the work schedule involving services beyond normal working hours; and (4) default by any Contractor. The CITY will be reimbursed by the Contractor for these additional services, and the ARCHITECT shall prepare the Contract Documents in such a way as to provide for reimbursement by the Contractor to the CITY for the required additional services, including CITY's costs.

9. (1) Preparation of systems operating and maintenance manuals; (2) extensive assistance in the utilization of any equipment or system (except for initial start-up, testing, adjusting and balancing to demonstrate an operating facility as necessary to obtain the initial operating permit but in no case shall this exceed two weeks); and (3) training personnel for operation and maintenance.
10. Preparing to serve or serving as a witness for CITY in any litigation, public hearing or other legal or administrative proceeding involving a Project.
11. Additional services in connection with a Project, including services normally furnished by CITY and services not otherwise provided for in this CONTRACT.
12. Services to make measured drawings of or to investigate existing conditions of facilities or to verify the accuracy of drawings or other information furnished by CITY.
13. Preparing documents for alternative bids requested by CITY for work which is not executed or for out-of-sequence work.
14. Services after completion of the Construction Phase, such as inspections during any guarantee period and reporting observed discrepancies under guarantees called for in any Contract for the Project (except for the 60 day inspection).
15. Inspect and review necessary test borings or other subsurface explorations not covered under professional services during construction. The cost of borings or other subsurface explorations will be paid by the CITY.
16. Provide any services required in connection with re-advertisements for construction bids.

B. Project Representative(s) Service During Construction

1. The ARCHITECT shall provide resident inspection services at the CITY'S request. Project Representative(s) will act as requested by the CITY in order to provide more extensive representation at the Project site during the Construction Phase.
2. The duties and responsibilities and the limitation on the authority of the Project Representative(s) is as set forth in Exhibit 1.
3. Through more extensive on-site observations of the work in progress and field checks of materials and equipment by the Project Representative(s) (if furnished) ARCHITECT shall endeavor to provide further protection for CITY against defects and deficiencies in the work, but the furnishing of such Project representation will not make ARCHITECT or CITY responsible for construction means, methods, techniques, sequences or procedures or for safety precautions or programs, or for Contractor(s) failure to perform the construction work in accordance with the Contract Documents.

ARTICLE 3 – CITY RESPONSIBILITIES

CITY SHALL:

- A. Provide complete and detailed information as to its requirements for a Project.
- B. Assist ARCHITECT by placing at the company's disposal all available information pertinent to a project including previous reports and any other data relative to design and construction of a Project.
- C. Furnish to ARCHITECT, as required by him for performance of his Basic Services, data prepared by or services of others, such as core borings, existing building plans, existing site plans, probing and subsurface explorations; appropriate professional interpretations of all of the foregoing; property, boundary, easement, right-of-way, and property descriptions; zoning and deed restrictions; and other special data or consultations not covered in Article 2-A; all of which ARCHITECT may rely upon in performing his services.
- D. Make all provisions for ARCHITECT to enter upon public and private property as required for ARCHITECT to perform its services.
- E. Examine all studies, reports, sketches, drawings, specifications, proposals and other documents presented by ARCHITECT, obtain advice of an attorney, insurance counselor and other architects as deemed appropriate for such examination and render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of ARCHITECT.
- F. Pay all costs incidental to obtaining bids or proposals from Contractors. This includes advertising and mailing, but does not include reimbursement for ARCHITECT'S time to discuss the Contract Documents with bidders or equipment suppliers.
- G. Provide such legal, accounting, independent cost estimating and insurance counseling services as may be required for a Project, and such auditing service as CITY may require to ascertain how or for what purpose any Contractor has used the monies paid under the construction Contract.
- H. The City Manager or designee shall act as CITY'S representative with respect to the work to be performed under this CONTRACT. Such person shall have complete authority to transmit instructions, receive information, interpret and define CITY'S policies and decision with respect to materials, equipment, elements and systems pertinent to ARCHITECT'S services.
- I. Give prompt written notice to ARCHITECT whenever CITY observes or otherwise becomes aware of any defect in a Project.
- J. Furnish, as required, support and fees necessary during the various permit application processes required from all governmental authorities having jurisdiction over the approval, construction and operation of a Project.
- K. Furnish or direct ARCHITECT to provide necessary Additional Services as stipulated in Section 2 of this Contract or other services as required.
- L. Bear all costs incidental to compliance with the requirements of this Section

ARTICLE 4 – PERIOD OF SERVICE

It is mutually agreed by CITY and ARCHITECT that this Contract is of a continuing nature, subject to termination by either party as hereinafter provided. The period of service shall commence upon execution of this Contract and continue for a period of three (3) years unless otherwise terminated as provided herein or until completion of all outstanding Service authorizations issued within the period of the Contract, unless terminated as otherwise provided herein. At the option of the CITY, the City Manager shall have authority to renew the Contract for up to two (2) additional twelve (12) month periods.

ARTICLE 5 – PAYMENTS TO ARCHITECT

Method of Payment for Services and Expenses of ARCHITECT - Basic Services. CITY shall pay the ARCHITECT for Basic Services rendered under Article 1 on one of the following bases, the choice to be mutually agreed upon at the time a Project is authorized.

- A. Per Hour, Per Assigned Employee Fee with a not to Exceed Maximum Price – CITY will submit a series of individual tasks or projects as more particularly described herein. Each task to be performed under this Contract shall be assigned to the ARCHITECT for accomplishment by separate written authorization. For each task, CITY shall request ARCHITECT to provide a scope of services and an estimate of cost, for the CITY'S review, including MBE goal setting, as particularly set forth in Article 10.

Upon mutual agreement of the scope of services, ARCHITECT shall develop an estimate of cost based upon a per hour, per assigned employee fee with a “not to exceed” maximum price as provided for herein in accordance with rates set forth in Exhibit 2.

1. The “Per Hour, Per Assigned Employee” fee, shall include all allowable and allocable costs that are incurred in the performance of the work, up to, but not exceeding a predetermined maximum price. Allowable and allocable cost shall include direct labor plus fringe benefits, overhead fee, and direct non-salary expenses. Pending establishment of final approved overhead rates for any period, the ARCHITECT shall be reimbursed at provisional overhead rates subject to appropriate adjustment when the final overhead rates for the fiscal period are established. The overhead rates shall not change the predetermined cost ceiling.
2. For a project that utilizes the “Per Hour, Per Assigned Employee” method of compensation, it is anticipated that the total cost to the CITY for the performance of the services will not exceed the estimated cost and that the ARCHITECT agrees to use his good faith effort to perform his services within such estimated cost. If at any time, as the actual work progresses, the ARCHITECT has reason to believe that the cost for the work will be greater than the estimated cost, the ARCHITECT shall notify the CITY in writing to that effect, giving the revised estimate of such cost for said work or a suggested revised scope of work which will remain within the original estimate of cost.
3. The CITY shall not be obligated to reimburse the ARCHITECT for costs incurred in excess of the estimated cost set forth above, and the ARCHITECT shall not be obligated to continue performance of said work or otherwise to incur cost in excess of the estimated cost set forth above, unless and until the CITY shall have notified the ARCHITECT in writing that such estimated cost has been increased or that a modification of scope of work is acceptable and shall have specified in such notice a revised estimated cost which shall thereupon constitute the revised estimated cost of said work. When and to the extent that the estimated cost has been increased, any costs incurred by the ARCHITECT in excess of the estimated cost prior

to such increases shall be allowable to the same extent as if such cost had been incurred after the increase.

4. Except as otherwise provided, if the ARCHITECT stops performance before completion of the work hereunder because it has incurred costs in the amount of or in excess of the estimated cost set, and the CITY elects not to increase such estimated cost, then the CITY shall pay to the ARCHITECT the balance due on its cost and fee for said work. Both parties shall execute full and binding releases of the party from any and all obligations with regard to the work and the ARCHITECT shall deliver to the CITY copies of the ARCHITECT'S work product subject to receipt of payment due.
5. The ARCHITECT may elect to waive notifying the CITY and agencies participating in the cost of the Project and is expected to do so whenever the work is close to completion and it is estimated that the cost increase will be small. In such event, if the cost subsequently exceeds that originally estimated by the ARCHITECT, the ARCHITECT may exercise his above obligation to notify the CITY of the cost increase then estimated, but the CITY shall not be obligated to pay for any overrun.
6. The term "Per Diem" shall mean a fixed hourly rate, which includes direct and indirect labor, overhead, fringe benefits and profit, for each category of personnel employed on the project, plus reimbursement for direct non-salary expenses.
7. In addition to the above methods, any other mutually agreed upon method of payment may be used.

B. Additional Service - CITY shall pay ARCHITECT for Additional Services rendered under Article 2 as follows:

1. General - For Additional Services rendered under Article 2, Section (A) paragraphs 1 through 19, on the basis of any method in Article 5(A).
2. Day-to-Day Consulting Services - For day-to-day Consulting Services not considered as being covered under Article 1, Basic Services of ARCHITECT, on the basis of Payroll Costs Times a Factor of 2.4 for services rendered by principals and employees assigned to the Project.
3. Special ARCHITECTs - For services and reimbursable expenses of special architects or subconsultants (when included in special task authorization) employed by ARCHITECT, the amount billed to ARCHITECT therefore times a factor of 1.10.
4. Serving as a Witness - For the services for the principals and employees as architects or witnesses in any litigation, hearing or proceeding, on the basis of payroll costs times a factor of 2.4.
5. Project Representative(s) Services - For Resident Project Representative(s) Services during construction, on any mutually agreed basis.
6. Reimbursable Expenses - In addition to payments provided for in Article 5 (A) and (B), CITY shall pay ARCHITECT the actual costs of all reimbursable expenses incurred in connection with all Basic and Additional Services.

C. Time of Payment

ARCHITECT shall submit monthly statements for Basic and Additional Services rendered and for reimbursable expenses incurred. These monthly statements shall be based upon ARCHITECT's payroll cost times the appropriate factor. CITY shall make monthly payments in response to ARCHITECT'S monthly statements, and as further outlined in subsection (F) below.

D. Payroll Cost

The payroll costs used as a basis for payment mean the salaries and wages paid to all personnel engaged directly on the Project, including, but not limited to, engineers, surveyors, designers, drafters, specifications writers, estimators, other technical personnel, administrative personnel, typists and clerks; plus the cost of customary and statutory benefits including, but not limited to, social security contributions, unemployment, excise and payroll taxes, workmen's compensation, health and retirement benefits, sick leave, vacation and holiday pay applicable thereto. The amount of customary and statutory benefits of all personnel will be considered equal to 30% of salaries and wages.

E. Reimbursable Expenses

Reimbursable expenses shall mean the actual expense incurred directly or indirectly in connection with the Project to include but not be limited to: transportation and meals incidental thereto; obtaining bids or proposals from Contractor(s), furnishing and maintaining field office facilities; phone calls and faxes, excluding those to home office; reproduction of reports, Drawings and Specifications and similar Project related items in addition to those required under Article 1; and, if authorized in advance by CITY, overtime work requiring higher than regular rates.

F. Provision for Prompt Payment

1. If CITY fails to make any payment due ARCHITECT for services and expenses within thirty (30) days after receipt of a non-contested ARCHITECT'S bill, the amounts due ARCHITECT shall include a charge at the rate of 1% per month for any time in excess of thirty (30) days from the date of invoice and in addition ARCHITECT may, after giving thirty (30) days written notice to CITY, suspend services under this Contract until he has been paid in full all amounts due him for services and expenses.
2. If this Contract is terminated by CITY during any phase of the Basic Services, ARCHITECT will be paid for services rendered during that phase on the basis of payroll costs times a factor of 2.4 for services rendered during that phase to date of termination by principals and employees assigned to Project, or the allocated percentage for that phase, whichever is less. In the event of any termination, ARCHITECT will be paid for all unpaid Additional Services as provided in this paragraph.

ARTICLE 6 - TRUTH-IN NEGOTIATION CERTIFICATE

Signature of this Contract by the ARCHITECT shall also act as the execution of a truth-in-negotiation certificate certifying that the wage rates, over-head charges, and other costs used to determine the compensation provided for in this Contract are accurate, complete and current as of the date of the Contract and no higher than those charged to the ARCHITECT'S most favored customer for the same or substantially similar service.

The said rates and costs shall be adjusted to exclude any significant sums should the CITY determine that the rates and costs were increased due to inaccurate, incomplete or non-current wage rates or due to inaccurate representations of fees paid to outside engineers. The CITY shall exercise its right under this Article within three (3) years following final payment.

ARTICLE 7 - TERMINATION

This Contract may be cancelled by the ARCHITECT upon thirty (30) days prior written notice to the CITY's representative in the event of substantial failure by the CITY to perform in accordance with the terms of this Contract through no fault of the ARCHITECT; provided the CITY fails to cure same within that thirty (30) day period. It may also be terminated, in whole or in part, by the CITY, with or without cause, immediately upon written notice to the ARCHITECT. Unless the ARCHITECT is in breach of this Contract, the ARCHITECT shall be paid for services rendered to the CITY's satisfaction through the date of termination. After receipt of a Termination Notice and except as otherwise directed by the CITY the ARCHITECT shall:

- A. Stop work on the date and to the extent specified.
- B. Terminate and settle all orders and subcontracts relating to the performance of the terminated work.
- C. Transfer all work in progress, completed work, and other materials related to the terminated work to the CITY in the format acceptable to CITY.
- D. Continue and complete all parts of the work that have not been terminated.

Prior to settlement upon termination of this Contract, the ARCHITECT and the CITY shall execute and deliver a mutual release by each party to the other of all claims and demands of any nature whatsoever arising under or by virtue of this Contract.

ARTICLE 8 - PERSONNEL

The ARCHITECT represents that it has, or will secure at its own expense, all necessary personnel required to perform the services under this Contract. Such personnel shall not be employees of or have any Contractual relationship with the CITY.

All of the services required hereunder shall be performed by the ARCHITECT or under its supervision, and all personnel engaged in performing the services shall be fully qualified and, if required, authorized or permitted under state and local law to perform such services.

The ARCHITECT shall furnish services in a manner consistent with industry standards and to a level of professional skill generally acceptable in the industry with regard to services of this kind.

The ARCHITECT agrees that it is fully responsible to the CITY for the acts and omissions of sub-consultants and of persons either directly or indirectly employed by the ARCHITECT. Nothing contained herein shall create any Contractual relationship between any subcontractor and the CITY.

All of the ARCHITECT's personnel (and all Sub-consultants) while on CITY premises, will comply with all CITY requirements governing conduct, safety, and security.

ARTICLE 9 - SUBCONTRACTING

The CITY reserves the right to accept the use of a sub-consultant or to reject the selection of a particular sub-consultant and to inspect all facilities of any sub-consultant in order to make a determination as to the capability of the sub-consultant to perform properly under this Contract. The ARCHITECT is encouraged to seek minority and women business enterprises for participation in subcontracting opportunities.

If a sub-consultant fails to perform or make progress, as required by this Contract, and it is necessary to replace the sub-consultant to complete the work in a timely fashion, the ARCHITECT shall promptly do so, subject to acceptance of the new sub-consultant by the CITY.

Once a sub-consultant is listed in an ARCHITECT's response to an RFP or a bid and the ARCHITECT wishes to change a sub-consultant, if the response or bid has been accepted by the CITY, then specific approval from CITY staff must be given prior to any change in sub-consultants. The CITY shall not unreasonably deny the request. However, the ARCHITECT must demonstrate that the sub-consultant being replaced is unable to perform the work, is performing the work poorly or untimely, or is unable to meet the requirements of the Contract with the CITY. The CITY will not address issues related to the ARCHITECT's specific agreement with the sub-consultant including issues of pricing.

If sub-consultant(s) are used, the ARCHITECT shall use only licensed and insured sub-consultant(s), and shall require any sub-consultant, as may be applicable, to provide a payment bond. All sub-consultants shall be required to promptly make payments to any person who, directly or indirectly, provides services or supplies under this Contract.

The ARCHITECT shall be responsible for the performance of all sub-consultants.

ARTICLE 10 - M/WBE PARTICIPATION

Minority/Women-Owned Business Enterprises ("M/WBE") shall have the opportunity to participate in this project. ARCHITECT is hereby informed that the CITY has established a goal of a minimum of 15% participation of M/WBE. A good faith effort will be made to hire M/WBE.

In keeping with the CITY'S policy, the ARCHITECT further agrees to hire minority sub-consultants to work on this project.

In accordance with the city's M/WBE Ordinance, the ARCHITECT agrees to the M/WBE participation for this Contract and to abide by all provisions of the M/WBE Ordinance and understands that failure to comply with any of the requirements will be considered a breach of Contract.

The ARCHITECT agrees to maintain all relevant records and information necessary to document compliance with the City's M/WBE Ordinance and will allow the CITY to inspect such records.

ARTICLE 11- FEDERAL AND STATE TAX

The CITY is exempt from payment of Florida State Sales and Use Tax. The CITY will sign an exemption certificate submitted by the ARCHITECT. The ARCHITECT shall not be exempted from paying sales tax to its suppliers for materials used to fulfill Contractual obligations with the CITY, nor is the ARCHITECT authorized to use the CITY'S Tax Exemption Number in securing such materials.

The ARCHITECT shall be responsible for payment of its own and its share of its employees' payroll, payroll taxes, and benefits with respect to this Contract.

ARTICLE 12- INSURANCE

- A. Prior to execution of this Contract by the CITY, the ARCHITECT shall provide certificates evidencing insurance coverage as required hereunder. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The Certificates shall

clearly indicate that the ARCHITECT has obtained insurance of the type, amount, and classification as required for strict compliance with this ARTICLE and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the CITY'S representative. Compliance with the foregoing requirements shall not relieve the ARCHITECT of its liability and obligations under this Contract.

- B. The ARCHITECT shall maintain during the term of this Contract, standard Professional Liability Insurance in the minimum amount of \$1,000,000.00 per occurrence.
- C. The ARCHITECT shall maintain, during the life of this Contract, commercial general liability, including Contractual liability insurance in the amount of \$500,000.00 per occurrence to protect the ARCHITECT from claims for damages for bodily and personal injury, including wrongful death, as well as from claims of property damages which may arise from any operations under this Contract, whether such operations be by the ARCHITECT or by anyone directly or indirectly employed by or Contracting with the ARCHITECT.
- D. The ARCHITECT shall maintain, during the life of this Contract, comprehensive automobile liability insurance in the minimum amount of \$500,000.00 combined single limit for bodily injury and property damages liability to protect the ARCHITECT from claims for damages for bodily and personal injury, including death, as well as from claims for property damage, which may arise from the Ownership, use, or maintenance of owned and non-owned automobiles, including, but not limited to, leased and rented automobiles whether such operations be by the ARCHITECT or by anyone, directly or indirectly, employed by the ARCHITECT.
- E. The parties to this Contract shall carry Workers' Compensation Insurance and Employer's Liability Insurance for all employees as required by Florida Statutes. In the event that a party does not carry Workers' Compensation Insurance and chooses not to obtain same, then such party shall in accordance with Section 440.05, Florida Statutes, apply for and obtain an exemption authorized by the Department of Insurance and shall provide a copy of such exemption to the CITY.
- F. All insurance, other than Professional Liability and Workers' Compensation, to be maintained by the ARCHITECT shall specifically include the CITY as an "Additional Insured".

ARTICLE 13 - INDEMNIFICATION

To the extent allowed by law, including section 725.06(2), Florida Statutes, ARCHITECT shall indemnify and save harmless and defend the CITY, its agents, servants, and employees from and against any and all claims, liability, losses, and/or causes of action which may arise from any negligent act or omission of the ARCHITECT, its agents, servants, or employees in the performance of services under this Contract.

The ARCHITECT shall defend all actions arising from ARCHITECT's negligent acts, in the name of the CITY, when applicable, and all costs and fees associated therewith shall be the responsibility of the ARCHITECT.

PURSUANT TO FLORIDA STATUTES §558.0035 (2013), AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

Nothing contained in this Article shall be construed or interpreted as consent by the CITY to be sued, nor as a waiver of sovereign immunity beyond the limits provided in Section 768.28, Florida Statutes.

ARTICLE 14 - SUCCESSORS AND ASSIGNS

The CITY and the ARCHITECT each binds itself and its partners, successors, executors, administrators, and assigns to the other party of this Contract and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Contract. Except as above, neither the CITY nor the ARCHITECT shall assign, sublet, convey or transfer its interest in this Contract without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the CITY which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the CITY and the ARCHITECT.

ARTICLE 15 – DISPUTE RESOLUTION, LAW, VENUE AND REMEDIES

All claims arising out of this Contract or its breach shall be submitted first to mediation in accordance with the local rules for mediation in Palm Beach County, Florida. The parties shall share the mediator's fee equally. The mediation shall be held in Palm Beach County, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

This Contract shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce the Contract will be held in Palm Beach County, Florida. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

ARTICLE 16 - REMEDIES

No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

ARTICLE 17 - CONFLICT OF INTEREST

The ARCHITECT represents that it presently has no interest and shall acquire no interest, either direct or indirect, which would conflict in any manner with the performance or services required hereunder, as provided for in Florida Statutes, Section 112.311. The ARCHITECT further represents that no person having any such conflicting interest shall be employed for said performance.

The ARCHITECT shall promptly notify the CITY's representative, in writing, by certified mail, of all potential conflicts of interest for any prospective business association, interest or other circumstance which may influence or appear to influence the ARCHITECT's judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the ARCHITECT may undertake and request an opinion of the CITY as to whether the association, interest or circumstance would, in the opinion of the CITY, constitute a conflict of interest if entered into by the ARCHITECT. The CITY agrees to notify the ARCHITECT of its opinion by certified mail within thirty (30) days of receipt of notification by the ARCHITECT. If, in the opinion of the

CITY, the prospective business association, interest or circumstance would not constitute a conflict of interest by the ARCHITECT, the CITY shall so state in the notification and the ARCHITECT shall, at its option, enter into said association, interest or circumstance and it shall be deemed not in conflict of interest with respect to services provided to the CITY by the ARCHITECT under the terms of this Contract.

ARTICLE 18 – DELAYS AND EXTENSION OF TIME

The ARCHITECT shall not be considered in default by reason of any failure in performance if such failure arises out of causes reasonably beyond the control of the ARCHITECT or its sub-consultants and without their fault or negligence. Such causes include, but are not limited to: acts of God; natural or public health emergencies; labor disputes; freight embargoes; and abnormally severe and unusual weather conditions.

Upon the ARCHITECT's request, the CITY shall consider the facts and extent of any failure to perform the work and, if the ARCHITECT'S failure to perform was without its or its sub-ARCHITECTS fault or negligence, the Contract Schedule and/or any other affected provision of this Contract shall be revised accordingly; subject to the CITY'S rights to change, terminate, or stop any or all of the work at any time.

If the ARCHITECT is delayed at any time in the process of the work by any act or neglect of the CITY or its employees, or by any other ARCHITECT employed by the CITY, or by changes ordered by the CITY or in an unusual delay in transportation, unavoidable casualties, or any causes beyond the ARCHITECT'S control, or by delay authorized by the CITY pending negotiation or by any cause which the CITY shall decide justifies the delay, then the time of completion shall be extended for any reasonable time the CITY may decide. No extension shall be made for delay occurring more than seven (7) days before claim therefore is made in writing to the CITY. In the case of continuing cause of delay, only one (1) claim is necessary.

This Article does not exclude the recovery of damages for delay by either party under other provisions in the Contract.

ARTICLE 19 - INDEBTEDNESS

The ARCHITECT shall not pledge the CITY's credit or make it a guarantor of payment or surety for any Contract, debt, obligation, judgment, lien, or any form of indebtedness. The ARCHITECT further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Contract.

ARTICLE 20 - DISCLOSURE AND OWNERSHIP OF DOCUMENTS

The ARCHITECT shall deliver to the CITY's representative for approval and acceptance, and before being eligible for final payment of any amounts due, all documents and materials prepared for the CITY under this Contract.

All written and oral information not in the public domain or not previously known, and all information and data obtained, developed, or supplied by the CITY or at its expense will be kept confidential by the ARCHITECT and will not be disclosed to any other party, directly or indirectly, without the CITY's prior written consent unless required by a lawful order. All drawings, maps, sketches, programs, databases, reports and other data developed, or purchased, under this Contract for or at the CITY's expense shall be and remain the CITY's property and may be reproduced and reused at the discretion of the CITY. The CITY shall hold the ARCHITECT harmless should the CITY use any of the ARCHITECT's work products for a purpose other than that intended by the ARCHITECT.

The CITY and the ARCHITECT shall comply with the provisions of Chapter 119, Florida Statutes (Public Records Law).

All covenants, Contracts, representations and warranties made herein, or otherwise made in writing by any party pursuant hereto, including but not limited to any representations made herein relating to disclosure or ownership of documents, shall survive the execution and delivery of this Contract and the consummation of the transactions contemplated hereby.

ARTICLE 21 – PUBLIC RECORDS

The ARCHITECT shall deliver to the CITY’S representative for approval and acceptance, and before being eligible for final payment of any amounts due, all documents and materials prepared by and for the CITY under this Contract.

All written and oral information not in the public domain or not previously known, and all information and data obtained, developed, or supplied by the CITY or at its expense will be kept confidential by the ARCHITECT and will not be disclosed to any other party, directly or indirectly, without the CITY’S prior written consent unless required by a lawful order. All drawings, maps, sketches, programs, data base, reports and other data developed, or purchased, under this Contract for or at the CITY’S expense shall be and remain the CITY’S property and may be reproduced and reused at the discretion of the CITY.

The CITY and the Architect shall comply with Florida’s Public Records Act, Chapter 119, Florida Statutes, and, if determined to be acting on behalf of the City as provided under section 119.011(2), Florida Statutes, specifically agrees to:

- (a) Keep and maintain public records required by the City to perform the service.
- (b) Upon request from the City’s custodian of public records or designee, provide the City with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of this Contract and following completion of this Contract if the Architect does not transfer the records to the City.
- (d) Upon completion of this Contract, transfer, at no cost, to the City all public records in possession of the Architect or keep and maintain public records required by the City to perform the service. If the Contractor transfers all public records to the City upon completion of the Contract, the Architect shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of the Contract, the Architect shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the City, upon request from the City’s custodian of public records or designee, in a format that is compatible with the information technology systems of the City.

IF THE ARCHITECT HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS [THE OFFICE OF THE CITY CLERK] OR DESIGNEE AT 561-845-4090,

**CROBINSON@RIVIERABCH.COM, 600 WEST BLUE HERON BLVD.,
RIVIERA BEACH, FL 33404.**

ARTICLE 22 - INDEPENDENT CONTRACTOR RELATIONSHIP

The ARCHITECT is, and shall be, in the performance of all work services and activities under this Contract, an Independent Contractor, and not an employee, agent, or servant of the CITY. All persons engaged in any of the work or services performed pursuant to this Contract shall at all times, and in all places, be subject to the ARCHITECT'S sole direction, supervision, and control. The ARCHITECT shall exercise control over the means and manner in which it and its employees perform the work, and in all respects the ARCHITECT'S relationship and the relationship of its employees to the CITY shall be that of an Independent Contractor and not as employees or agents of the CITY.

The ARCHITECT does not have the power or authority to bind the CITY in any promise, CONTRACT or representation other than as specifically provided for in this Contract.

ARTICLE 23 - CONTINGENT FEES

The ARCHITECT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the ARCHITECT to solicit or secure this Contract and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the ARCHITECT, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of this Contract.

ARTICLE 24 - ACCESS AND AUDITS

The ARCHITECT shall maintain adequate records to justify all charges, expenses, and costs incurred in estimating and performing the work for at least three (3) years after completion of this Contract. The CITY shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours, at the ARCHITECT'S place of business.

ARTICLE 25 - NONDISCRIMINATION

The ARCHITECT warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, political affiliation, marital status, handicap, or sexual orientation. Further, ARCHITECT shall not discriminate or permit discrimination against any employee or an applicant for employment on the basis of race, color, sex, religion, political affiliation, natural origin, ancestry, marital status, sexual orientation or handicap.

ARTICLE 26 - ENFORCEMENT COSTS

All parties shall be responsible for their own attorneys' fees, court costs and expenses if any legal action or other proceeding is brought for any dispute, disagreement, or issue of construction or interpretation arising hereunder whether relating to the Contract's execution, validity, the obligations provided therein, or performance of this Contract, or because of an alleged breach, default or misrepresentation in connection with any provisions of this Contract.

ARTICLE 27 - AUTHORITY TO PRACTICE

The ARCHITECT hereby represents and warrants that it has and will continue to maintain all licenses and approvals required to conduct its business, and that it will at all times conduct its business activities in a reputable manner. Proof of such licenses and approvals shall be submitted to the CITY'S representative upon request.

The ARCHITECT shall be solely responsible for obtaining and complying with all necessary permits, licenses, approvals and authorizations required for any work done pursuant to this Contract from any federal, state, regional, county or CITY agency.

ARTICLE 28 - SEVERABILITY

If any term or provision of this Contract, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, the remainder of this Contract, or the application of such terms or provisions, to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and every other term and provision of this Contract shall be deemed valid and enforceable to the extent permitted by law.

ARTICLE 29 - PUBLIC ENTITY CRIMES

As provided in F.S. 287.132-133 by entering into this Contract or performing any work in furtherance hereof, the ARCHITECT certifies that it, its affiliates, suppliers, sub-consultants and consultants who will perform hereunder, have not been placed on the convicted vendor list maintained by the State of Florida Department of Management Services within the thirty-six (36) months immediately preceding the date hereof. This notice is required by F.S. 287.133(3)(a).

ARTICLE 30 - MODIFICATIONS OF WORK

The CITY reserves the right to make changes in the Scope of Work, including alterations, reductions therein or additions thereto. Upon receipt by the ARCHITECT of the CITY'S notification of a contemplated change, the ARCHITECT shall, in writing: (1) provide a detailed estimate for the increase or decrease in cost due to the contemplated change, (2) notify the CITY of any estimated change in the completion date, and (3) advise the CITY if the contemplated change shall affect the ARCHITECT'S ability to meet the completion dates or schedules of this Contract.

If the CITY so instructs in writing, the ARCHITECT shall suspend work on that portion of the Scope of Work affected by the contemplated change, pending the CITY'S decision to proceed with the change.

If the CITY elects to make the change, the CITY shall initiate a Contract Amendment and the ARCHITECT shall not commence work on any such change until such written amendment is signed by the ARCHITECT and approved and executed by the CITY BOARD FOR THE CITY OF RIVIERA BEACH or its designated representative.

ARTICLE 31 - NOTICE

All notices required in this Contract shall be sent by certified mail, return receipt requested, and if sent to the CITY shall be mailed to:

**CITY OF RIVIERA BEACH
TERRENCE N. BAILEY,
DIRECTOR OF PUBLIC WORKS
1481 15TH STREET
RIVIERA BEACH, FL 33404**

and if sent to the ARCHITECT shall be mailed to:

**WEST ARCHITECTURE + DESIGN, LLC.
c/o MATTHEW F. WEST, VICE PRESIDENT
820 NORTH 4TH STREET
LANTANA, FLORIDA 33462**

ARTICLE 32 - ENTIRETY OF CONTRACTUAL CONTRACT

The CITY and the ARCHITECT agree that this Contract and any attachments hereto or other documents as referenced in the Contract sets forth the entire CONTRACT between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in this Contract may be added to, modified, superseded or otherwise altered, except by written instrument executed by the parties hereto in accordance with Article 30- Modifications of Work.

ARTICLE 33 – WAIVER

Failure of the CITY to enforce or exercise any right(s) under this Contract shall not be deemed a waiver of CITY's right to enforce or exercise said right(s) at any time thereafter.

ARTICLE 34 - PREPARATION

CITY and CONTRACTOR acknowledge that each has had the benefit of counsel or the ability to retain counsel and full and free access to counsel in connection with the negotiation and execution of Contract, that each has consulted or could have consulted with counsel in connection with this Contract, and that each has had the opportunity, prior to execution, to read this Contract and fully understand all of its provisions. Should any provision in this Contract require judicial or quasi-judicial interpretation it is agreed that a Court or other dispute resolution forum interpreting or enforcing the same shall not apply a presumption that the terms hereof shall be more strictly construed against any party by reason of the rule construction that a document is to be construed more strictly against the party who itself or through its agent has prepared the same. CITY and CONTRACTOR agree that this Contract is the product and result of a joint effort.

ARTICLE 35 - MATERIALITY

All provisions of the Contract shall be deemed material, in the event ARCHITECT fails to comply with any of the provisions contained in this Contract or exhibits, amendments and addenda attached hereto, said failure shall be deemed a material breach of this Contract and CITY may at its option and without notice terminate this Contract.

ARTICLE 36 - REPRESENTATIONS/BINDING AUTHORITY

ARCHITECT has full power, authority and legal right to execute and deliver this Contract and perform all of its obligations under this Contract. By signing this Contract, **MATTHEW F. WEST, VICE PRESIDENT**, hereby represents to the CITY that he has the authority and full legal power to execute this Contract and any and all documents necessary to effectuate and implement the terms of this Contract on behalf of the party for whom he is signing and to bind and obligate such party with respect to all provisions contained in this Contract.

ARTICLE 37 - EXHIBITS

Each exhibit referred to in this Contract forms an essential part of this Contract. The exhibits, if not physically attached, should be treated as part of this Contract and are incorporated herein by reference.

ARTICLE 38 - CONTRACT DOCUMENTS AND CONTROLLING PROVISIONS

This Contract consists of the Contract, Exhibit "1", Exhibit "2" and **RFQ No. 1006-20-1**. The ARCHITECT agrees to be bound by all the terms and conditions set forth in this Contract and RFQ NO. **RFQ No. 1006-20-1**. To the extent there exists a conflict between this Contract and RFQ NO. **RFQ No. 1006-20-1**, the terms, conditions, covenants, and/or provisions of this Contract shall prevail. Wherever possible, the provisions of such documents shall be construed in such a manner as to avoid conflicts between provisions of the various documents.

ARTICLE 39 - LEGAL EFFECT

This Contract shall not become binding and effective until approved by both parties.

ARTICLE 40 - NOTICE OF COMPLAINTS OR SUITS

Each party will promptly notify the other of any complaint, claim, suit or cause of action threatened or commenced against it which arises out of or relates, in any manner, to the performance of this Contract. Each party agrees to cooperate with the other in any investigation either may conduct, the defense of any claim or suit in which either party is named, and shall do nothing to impair or invalidate any applicable insurance coverage.

ARTICLE 41 – SURVIVABILITY

Any provision of this Contract which is of a continuing nature or imposes an obligation which extends beyond the term of this Contract shall survive its expiration or earlier termination.

ARTICLE 42 - DEFAULT

Notwithstanding anything contained in this Contract to the contrary, the parties agree that the occurrence of any of the following shall be deemed a material event of default and shall be grounds for termination:

- A. The filing of a lien by any subcontractor or third tier subcontractor including, but not limited to material, men, suppliers, or laborers, upon any property, right of way, easement, other interest in land or right to use such land within the territorial boundaries of the CITY which lien is not satisfied, discharged or contested in a court of law within thirty (30) days from the date of notice to the ARCHITECT;
- B. The filing of any judgment lien against the assets of the ARCHITECT related to the performance of this Contract which is not satisfied, discharged or contested in a court of law within thirty (30) days from the date of notice to the ARCHITECT; or
- C. The filing of a petition by or against the ARCHITECT for relief under the Bankruptcy Code, or for its reorganization or for the appointment of a receiver or trustee of the ARCHITECT or the ARCHITECT'S property; or an assignment by the ARCHITECT for the benefit of creditors; or the taking possession of the property of the ARCHITECT by any governmental officer or agency

pursuant to statutory authority for the dissolution or liquidation of the ARCHITECT; or if a temporary or permanent receiver or trustee shall be appointed for the ARCHITECT or for the ARCHITECT'S property and such temporary or permanent receiver or Trustee shall not be discharged within thirty (30) days from the date of appointment.

The ARCHITECT shall provide written notice to the CITY of the occurrence of any event of default within ten (10) days of the ARCHITECT'S receipt of notice of any such default.

ARTICLE 43 - WAIVER OF SUBROGATION

The ARCHITECT hereby waives any and all rights to Subrogation against the CITY, its officers, employees and agents for each required policy. When required by the insurer, or should a policy condition not permit an insured to enter into a pre-loss CONTRACT to waive subrogation without an endorsement, then the ARCHITECT shall agree to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which a condition to the policy specifically prohibits such an endorsement, or voids coverage should the ARCHITECT enter into such a CONTRACT on a pre-loss basis.

ARTICLE 44 - RIGHT TO REVIEW

The CITY, by and through its Risk Management Department, in cooperation with the Contracting/monitoring department, reserves the right to review, reject or accept any required policies of insurance, including limits, coverages, or endorsements, therein from time to time throughout the term of this Contract. The CITY reserves the right, but not the obligation, to review and reject any insurer providing coverage because of poor financial condition or failure to operate legally.

ARTICLE 45 - REUSE OF DOCUMENTS

All documents including Drawings and Specifications furnished by ARCHITECT pursuant to this Contract are instruments of his services in respect of a Project. They are not intended or represented to be suitable for reuse by CITY or others on extensions of the Project or any other project. Any reuse of said documents will be at CITY'S sole risk and without liability or legal exposure to ARCHITECT, and CITY shall indemnify and hold harmless ARCHITECT from all claims, damages, losses and expenses including attorney's fees arising out of or resulting there from. All preliminary and final design drawings and specification, and the drawings conforming to construction records become the property of the CITY.

ARTICLE 46 - OPINION OF PROBABLE PROJECT COST

Since ARCHITECT has no control over the cost of labor, materials or equipment, or over the Contractor(s)' methods of determining prices, or over competitive bidding or market conditions, his opinions of probable Project Cost or Construction Cost provided for herein are to be made on the basis of his experience and qualifications and represent his best judgment as a design professional familiar with the construction industry, but ARCHITECT cannot and does not guarantee that proposals, bids or the Construction Cost will not vary from opinions of probable cost prepared by him. If prior to the Bidding or Negotiating Phase, CITY wishes greater assurance as to Project or Construction Cost he shall employ an independent cost estimator.

ARTICLE 47 – SUBRECIPIENT REQUIREMENTS

ARCHITECT agrees and recognizes that CITY may be seeking reimbursement in whole or in part for the cost of the work contemplated by this Contract from a third party, including but not limited to, various County, State, and Federal agencies or subdivisions. The reimbursement sought by CITY may be dependent on,

amongst other items, ARCHITECT's compliance with the terms and conditions of this Contract and the furnishing of Subrecipient Requirement information by ARCHITECT to CITY. ARCHITECT agrees to fully cooperate with CITY in any requests of CITY to fulfill CITY's Subrecipient Requirements and to otherwise obtain the sought after reimbursement. ARCHITECT agrees and recognizes that the failure to comply with all the terms and conditions of this Contract and the furnishing of Subrecipient Requirement information to CITY by ARCHITECT may result in the CITY failing to obtain the sought after reimbursement in whole or in part for the cost of the work contemplated by this Contract and that such failure by the ARCHITECT shall constitute a material default under this Contract.

ARTICLE 48 – WAIVER OF TRIAL BY JURY

IN THE EVENT OF LITIGATION ARISING FROM THIS CONTRACT, CITY AND CONTRACTOR KNOWINGLY, VOLUNTARILY AND INTENTIONALLY WAIVE ANY RIGHT TO A TRIAL BY JURY. CITY AND CONTRACTOR HEREBY ACKNOWLEDGE THAT THIS WAIVER PROVISION IS A MATERIAL INDUCEMENT FOR EACH PARTY AGREEING TO ENTER INTO THIS CONTRACT.

SIGNATURES ON FOLLOWING PAGE

CONTINUING CONTRACT WITH THE CITY OF RIVIERA BEACH

IN WITNESS WHEREOF, the Parties unto this Contract have set their hands and seals on the day and date first written above.

CITY OF RIVIERA BEACH

WEST ARCHITECTURE, LLC

BY: _____
RONNIE L. FELDER,
MAYOR

BY: _____
MATTHEW F. WEST,
VICE PRESIDENT

ATTEST:

BY: _____
CLAUDENE L. ANTHONY
CERTIFIED MUNICIPAL CLERK
CITY CLERK

APPROVED AS TO TERMS AND
CONDITIONS

BY: _____
TERRENCE N. BAILEY, PE
DEPARTMENT DIRECTOR

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

BY: _____
DAWN S. WYNN
CITY ATTORNEY

Date: _____

EXHIBIT 1

Duties, Responsibilities and Limitations of the Authority of Construction Administrator.

GENERAL.

Construction Administrator is the ARCHITECT's Agent. His dealings in matters pertaining to the on-site work will in general be only with the CITY, ARCHITECT and Contractor. His dealings with subcontractors will only be through or with the full knowledge of Contractor or his superintendent.

DUTIES AND RESPONSIBILITIES.

Construction Administrator shall:

1. Schedules: Review the progress schedule, schedule of Shop Drawing submissions, schedule of values and other schedules prepared by Contractor and consult with ARCHITECT concerning their acceptability.
2. Conferences: Attend preconstruction conferences. Arrange a schedule of progress meetings and other job conferences and notify in advance those expected to attend. Attend meetings and maintain and circulate copies of minutes thereof.
3. Liaison:
 - a. Serve as ARCHITECT'S liaison with Contractor, working principally through Contractor's superintendent and assist him in understanding the intent of the Contract Documents. Assist ARCHITECT in serving as CITY'S liaison with Contractor when Contractor's operations affect CITY'S on-site operations.
 - b. Assist in obtaining from CITY additional details or information, when required at the job site for proper execution of the Work.
 - c. In the interest of preserving the proper channels of communication, advise ARCHITECT of any direct communication between CITY and Contractor.
4. Shop Drawings and Samples:
 - a. Receive and record date of receipt of Shop Drawings and samples which has been furnished by Contractor.
 - b. Review the Shop Drawings for conformance with the information given in the Contract Documents.
 - c. Provide review and approval of Shop Drawings (as that term is defined in the General Conditions of the Project Contract Documents) and samples, the results of tests and inspections and other data which any Contractor is required to submit, but only for conformance with the design concept of the project and compliance with the information given in the Contract Documents; determine the acceptability of substitute materials and equipment proposed by Contractor (S); and receive and review (for general content as required by the Specifications) maintenance and operating instructions, schedules, guarantees, bonds and certificates of inspection which are to be assembled by

EXHIBIT 1 (Cont'd.)

Contractor in accordance with the Contract Documents.

5. Review of Work, Rejection of Defective Work, Inspections and Tests:

- a. Conduct on-site observations of the Work in progress to assist ARCHITECT in determining that the project is proceeding in accordance with the Contract Documents and that completed Work will conform to the Contract Documents.
- b. Report to ARCHITECT whenever he believes that any Work is unsatisfactory, faulty or defective or does not conform to the Contract Documents, or has been damaged, or does not meet the requirements of any inspections, test or approvals required to be made; and advise ARCHITECT when he believes work should be corrected or rejected or should be uncovered for observation, or requires special testing or inspection.
- c. Verify that tests, equipment and systems startups and operating and maintenance instructions are conducted as required by the Contract Documents and in presence of the required personnel, and that Contractor maintains adequate records thereof; observe, record and report appropriate details relative to the test procedures and startups.
- d. Accompany CITY and visiting inspectors representing public or other agencies having jurisdiction over the Project, record the outcome of these inspections.
- e. Through more extensive on-site observations of the work in progress and field checks of materials and equipment by the Construction Administrator and assistants, ARCHITECT shall endeavor to provide further protection for CITY against defects and deficiencies in the work, but the furnishing of such Construction Administrator will not make ARCHITECT responsible for construction means, methods, techniques, sequences or procedures or for safety precautions or programs.

6. Interpretation of Contract Documents:

Transmit to Contractor clarification and interpretation of the Contract Documents.

7. Modifications:

- a. Consider and evaluate Contractor's suggestion for modifications in Drawings or Specifications and report them with recommendations to ARCHITECT.
- b. Prepare routine change orders as required; he may, as CITY'S representative, require special inspection or testing of the work; he shall act as interpreter of the performance there under by the parties thereto and shall make decisions on all claims of CITY and Contractor(s) relating to the execution and progress of the Work and all other matters and questions related thereto.
- c. Process Contract change orders to reflect final measured Contract quantities and to reflect changes in the Contract Drawings and Specifications.

8. Records:

- a. Maintain at the job site orderly files for correspondence, reports of job conferences, Shop Drawings and sample submissions, reproductions of original Contract Documents including all addenda, change orders, field orders, additional Drawings issued subsequent to the execution of the Contract, ARCHITECT'S clarifications and interpretations of the Contract Documents, progress reports and other Project-related documents.

EXHIBIT 1 (Cont'd.)

b. Keep a diary or log book and Daily Construction Reports.

c. Advise ARCHITECT whenever Contractor is not currently maintaining an up-to-date copy of Record Drawings at the site.

d. Prepare and maintain a set of marked prints for use in future comparison with the Contractor's record set.

9. Reports:

a. Furnish ARCHITECT periodic reports as required of progress of the Work and of Contractor's compliance with the approved progress schedule, schedule of Shop Drawing submissions and other schedules.

b. Consult with ARCHITECT in advance of scheduled major tests, inspections or start of important phases of the Work.

c. Prepare and submit monthly reports, with the required number of copies for any participating Federal or State agency, concerning the general progress of the project.

d. Prepare monthly narrative report for submittal to CITY on project progress.

10. Payment Requisitions:

a. Based on his on-site observations as an experienced and qualified professional and on his review of Contractor(s) and approve in writing payments to Contractor(s) in such amounts; such approval of payment will constitute a representation to CITY, based on such observations and review, that the Work has progressed to the point indicated and that, to the best of his knowledge, information and belief, the quality of the Work is in accordance with the Contract Documents (subject to an evaluation of the Work as a functioning Project upon Substantial Completion, to the results of any subsequent tests called for in the Contract Documents , and to any qualifications stated in his approval), but by approving an application for payment ARCHITECT will not be deemed to have represented that he has made any examination to determine how or for what purposes any Contractor has used the monies paid on account of the Contract Price, or that title to any of the Contractor(s)' work , materials, or equipment has passed to CITY free and clear of any lien, claims, security interests or encumbrances.

b. Receive and check Contractor(s)' or subcontractor's payrolls for compliance with the provisions of the Contract.

11. Guarantees, Certificates, Maintenance and Operation Manuals:

During the course of the Work verify that guarantees, certificates, maintenance and operation manuals and other data required be assembled and furnished by Contractor are applicable to the items actually installed; and deliver these data to ARCHITECT for his review and forwarding to CITY prior to final acceptance of the Project.

EXHIBIT 1 (Cont'd.)

12. Completion:

- a. Conduct final inspection in the company of ARCHITECT, CITY, and Contractor and prepare a final list of items to be corrected.
- b. Verify that all items on final list have been corrected and make recommendations to ARCHITECT concerning acceptance.

LIMITATIONS OF AUTHORITY.

The Construction Administrator:

1. Shall not undertake any of the responsibilities of Contractor, subcontractors or Contractor's superintendent.
2. Shall not expedite Work of the Contractor.
3. Shall not advise on or issue directions as to safety precautions and programs in connection with the Work.
4. Shall not assist Contractor in maintaining up-to-date copy of Record Drawings.

Exhibit 2
City of Riviera Beach
WEST ARCHITECTURE, LLC Rates 2020

Labor Category	Billing Rate
Expert Witness	\$XXX.00
Principal	\$XXX.00
Registered Architect	\$XXX.00
Project Manager	\$XXX.00
Interior Designer	\$XXX.00
Construction Administration	\$XXX.00
CADD Production	\$XX.00
Support Staff/Clerical	\$XX.00