

# **AIA® Document B101® – 2017**

## ***Standard Form of Agreement Between Owner and Architect***

**AGREEMENT** made as of the last date of signing.  
(*In words, indicate day, month and year.*)

**BETWEEN** the Architect's client identified as the Owner:  
(*Name, legal status, address and other information*)

Waller County  
425 FM 1488  
Hempstead, TX 77445

and the Architect:  
(*Name, legal status, address and other information*)

LDDBlueline, LLC  
333 Cypress Run, Suite 350  
Houston, Texas 77094

for the following Project:  
(*Name, location and detailed description*)

### **Scope of Work:**

The project involves the design and construction of a 5,000 square foot pre-engineered metal building (PEMB) to function as a vehicle maintenance garage for Waller County. This facility will feature metal siding and an insulated metal roof, both provided by the PEMB manufacturer.

The garage will be equipped with four (4) overhead coiling doors, allowing access to two (2) dedicated maintenance bays designed for the servicing of county vehicles and equipment. Additionally, a 200 square foot parts and tools room will be integrated within the structure to facilitate organized storage and streamlined maintenance operations.

Beyond the primary garage space, the building will include air-conditioned interior areas, consisting of a 200 square foot administrative office and two (2) single-occupant restrooms.

Site enhancements will include paved access drives to ensure entry and exit for service vehicles, along with the necessary site infrastructure to support the facility's operations. As confirmed by Waller County, existing utility connections have already been extended to the site.

The Owner and Architect agree as follows.

### **ADDITIONS AND DELETIONS:**

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

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### ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Section 1.1.

*(For each item in this section, insert the information or a statement such as "not applicable" or "unknown at time of execution.")* Scope of work includes 5,000 square foot pre-engineered metal building (PEMB) to function as a vehicle maintenance garage for Waller County with four (4) maintenance bays, parts area and an air-conditioned office area and two(2) single occupancy restrooms. This facility will feature metal siding and an insulated metal roof, both provided by the PEMB manufacturer. Site work is limited to connecting to existing utilities and concrete aprons and parking.

§ 1.1.1 The Owner's program for the Project:

*(Insert the Owner's program, identify documentation that establishes the Owner's program, or state the manner in which the program will be developed.)*

Programming completed, included in Exhibit A (Basis of Design).

§ 1.1.2 The Project's physical characteristics:

*(Identify or describe pertinent information about the Project's physical characteristics, such as size; location; dimensions; geotechnical reports; site boundaries; topographic surveys; traffic and utility studies; availability of public and private utilities and services; legal description of the site, etc.)*

§ 1.1.3 The Owner's budget for the Cost of the Work, as defined in Section 6.1:

*(Provide total and, if known, a line item breakdown.)*

Estimated to be approximately one million dollars (\$1,000,000.00), subject to adjustments through the Phases of the Project.

Init.

§ 1.1.4 The Owner's anticipated design and construction milestone dates:

.1 Design phase milestone dates, if any:

To be determined by mutually written agreement of the Parties at a later date.

.2 Construction commencement date:

To be determined by mutually written agreement of the Parties at a later date.

.3 Substantial Completion date or dates:

To be determined by mutually written agreement of the Parties at a later date.

.4 Other milestone dates:

To be determined by mutually written agreement of the Parties at a later date.

§ 1.1.5 The Owner intends the following procurement and delivery method for the Project:

*(Identify method such as competitive bid or negotiated contract, as well as any requirements for accelerated or fast-track design and construction, multiple bid packages, or phased construction.)*

To be determined.

§ 1.1.6 The Owner's anticipated Sustainable Objective for the Project:

*(Identify and describe the Owner's Sustainable Objective for the Project, if any.)*

None.

*(Paragraph deleted)*

§ 1.1.7 The Owner identifies the following representative in accordance with Section 5.3:

*(List name, address, and other contact information.)*

Danny Rothe  
Waller County  
425 FM 1488  
Hempstead, TX 77445

§ 1.1.8 The persons or entities, in addition to the Owner's representative, who are required to review the Architect's submittals to the Owner are as follows:

*(List name, address, and other contact information.)*

To be determined.

§ 1.1.9 The Owner shall retain the following consultants and contractors:

*(List name, legal status, address, and other contact information.)*

.1 Geotechnical Engineer:

To be determined at a later date.

*(Paragraphs deleted)*

- .3 Other, if any:  
(List any other consultants and contractors retained by the Owner.)

Materials Testing – by Owner  
Site environmental, wetlands and antiquities survey – if required  
Platting Services – if required  
Traffic Engineering – if required

§ 1.1.10 The Architect identifies the following representative in accordance with Section 2.3:  
(List name, address, and other contact information.)

Jack Duran  
LDDBlueline, LLC  
333 Cypress Run, Suite 350  
Houston, Texas 77094

§ 1.1.11 The Architect shall retain the consultants identified in Sections 1.1.11.1 and 1.1.11.2:  
(List name, legal status, address, and other contact information.)

§ 1.1.11.1 Consultants retained under Basic Services:

- .1 Structural Engineer:

To be determined.

- .2 Mechanical Engineer:

To be determined.

- .3 Electrical Engineer:

To be determined.

- .4 Plumbing Engineer:

To be determined.

- .5 Civil Engineer:

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To be determined.

**§ 1.1.11.2 Consultants retained under Supplemental Services:**

N/A

**§ 1.1.12 Other Initial Information on which the Agreement is based:**

**§ 1.2** The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that the Initial Information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the Architect's services, schedule for the Architect's services, and the Architect's compensation. Unless the Owner authorizes an increase in the Project budget, the Architect shall redesign in order to lower costs, and come within Owner's budget.

**§ 1.3** The parties shall agree upon written protocols governing the transmission and use of, and reliance on, Instruments of Service or any other information or documentation in digital form.

**§ 1.3.1** Any use of, or reliance on, all or a portion of a building information model without agreement to written protocols governing the use of, and reliance on, the information contained in the model shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

**ARTICLE 2 ARCHITECT'S RESPONSIBILITIES**

**§ 2.1** The Architect shall provide professional services as set forth in this Agreement. The Architect represents that it is properly licensed in the jurisdiction where the Project is located to provide the services required by this Agreement. With Owner's prior written consent, Architect may cause such services to be performed by other appropriately licensed design professionals.

**§ 2.2** The Architect 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 Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

**§ 2.3** The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.

**§ 2.4** Except with the Owner's knowledge and written consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

**§ 2.5** The Architect shall maintain the following insurance until termination of this Agreement. If any of the requirements set forth below are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect as set forth in Section 11.5.

**§ 2.5.1** Commercial General Liability with policy limits of not less than one million dollars (\$1,000,000.00 ) for each occurrence and two million dollars (\$2,000,000.00 ) in the aggregate for bodily injury and property damage.

**§ 2.5.2** Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Architect with policy limits of not less than one million dollars (\$1,000,000.00 ) per accident for bodily injury, death of any person, and

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property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.

**§ 2.5.3** The Architect may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella liability insurance policies result in the same or greater coverage as the coverages required under Sections 2.5.1 and 2.5.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

**§ 2.5.4** Workers' Compensation at statutory limits.

**§ 2.5.5** Employers' Liability with policy limits not less than one million dollars (\$1,000,000.00 ) each accident, one million dollars (\$1,000,000.00 ) each employee, and one million dollars (\$1,000,000.00 ) policy limit.

**§ 2.5.6** Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than two million dollars (\$2,000,000.00 ) per claim and four million dollars (\$4,000,000.00 ) in the aggregate.

**§ 2.5.7 Additional Insured Obligations.** To the fullest extent permitted by law, the Architect shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Owner as an additional insured for claims caused in whole or in part by the Architect's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies and shall apply to both ongoing and completed operations.

**§ 2.5.8** Before beginning work, the Architect shall provide copies of the insurance policies and endorsements to the Owner that evidence compliance with the requirements in this Section 2.5.

### **ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES**

**§ 3.1** The Architect's Basic Services consist of those described in this Article 3 and include usual and customary structural, mechanical, electrical, plumbing, and civil engineering services. Services not set forth in this Article 3 are Supplemental or Additional Services.

**§ 3.1.1** The Architect shall manage the Architect's services, research applicable design criteria, attend Project meetings, communicate with members of the Project team, and report progress to the Owner.

**§ 3.1.2** The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on, and shall not be responsible for, the accuracy, completeness, and timeliness of, services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission, or inconsistency in such services or information.

**§ 3.1.3** As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion and Final Completion of the Work. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. With the Owner's written approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

**§ 3.1.4** The Architect shall not be responsible for an Owner's directive or substitution, or for the Owner's acceptance of non-conforming Work, made or given without the Architect's written approval.

**§ 3.1.5** The Architect shall contact governmental authorities required to approve the Construction Documents and entities providing utility services to the Project. The Architect shall respond to and comply with applicable design requirements imposed by those authorities and entities.

§ 3.1.6 The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

### § 3.2 Schematic Design Phase Services

§ 3.2.1 Schematic Design is in general conformance with Exhibit A (Basis of Design), which has been reviewed and approved by the Owner.

*(Paragraphs deleted)*

§ 3.2.4 Based on the Project requirements agreed upon with the Owner, the Architect shall prepare and present, for the Owner's approval, a preliminary design illustrating the scale and relationship of the Project components. The Architect stipulates and agrees that the Owner has no duty to discover any design errors or omissions in the Drawings, Plans, Specifications, and other Construction Documents and has no duty to notify Architect of same. By entering into the Contract Documents, or any agreement with any Architect, Owner does not warrant the adequacy and accuracy of any Drawings, Plans, Specifications, or other Construction Documents.

§ 3.2.5 Based on the Owner's written approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital representations. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

§ 3.2.5.1 The Architect shall consider sustainable design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work. The Owner may obtain more advanced sustainable design services as a Supplemental Service under Section 4.1.1.

§ 3.2.5.2 The Architect shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics, in developing a design for the Project that is consistent with the Owner's program, schedule, and budget for the Cost of the Work.

§ 3.2.6 The Architect shall submit to the Owner an estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.2.7 The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's written approval.

### § 3.3 Design Development Phase Services

§ 3.3.1 Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and other appropriate elements. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish, in general, their quality levels.

§ 3.3.2 The Architect shall update the estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.3.3 The Architect shall submit the Design Development Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's written approval.

### § 3.4 Construction Documents Phase Services

§ 3.4.1 Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the

further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels and performance criteria of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that, in order to perform the Work, the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.6.4.

**§ 3.4.2** The Architect shall incorporate the design requirements of governmental authorities having jurisdiction over the Project into the Construction Documents.

**§ 3.4.3** During the development of the Construction Documents, the Architect shall assist the Owner in the development and preparation of (1) procurement information that describes the time, place, and conditions of bidding, including bidding or proposal forms; (2) the form of agreement between the Owner and Contractor; and (3) the Conditions of the Contract for Construction (General, Supplementary and other Conditions). The Architect shall also compile a project manual that includes the Conditions of the Contract for Construction and Specifications, and may include bidding requirements and sample forms.

**§ 3.4.4** The Architect shall update the estimate for the Cost of the Work prepared in accordance with Section 6.3.

**§ 3.4.5** The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's written approval.

## **§ 3.5 Procurement Phase Services**

### **§ 3.5.1 General**

The Architect shall assist the Owner in establishing a list of prospective contractors. Following the Owner's approval of the Construction Documents, the Architect shall assist the Owner in (1) obtaining either competitive bids or negotiated proposals; (2) confirming responsiveness of bids or proposals; (3) determining the successful bid or proposal, if any; and, (4) awarding and preparing contracts for construction.

### **§ 3.5.2 Competitive Bidding**

**§ 3.5.2.1** Bidding Documents shall consist of bidding requirements and proposed Contract Documents and shall be compliant with applicable laws.

**§ 3.5.2.2** The Architect shall assist the Owner in bidding the Project by:

- .1 facilitating the distribution of Bidding Documents to prospective bidders;
- .2 organizing and conducting a pre-bid conference for prospective bidders;
- .3 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to the prospective bidders in the form of addenda; and,
- .4 organizing and conducting the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.

**§ 3.5.2.3** If the Bidding Documents permit substitutions, upon the Owner's written authorization, the Architect shall consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective bidders.

### **§ 3.5.3 Negotiated Proposals**

**§ 3.5.3.1** Proposal Documents shall consist of proposal requirements and proposed Contract Documents.

**§ 3.5.3.2** The Architect shall assist the Owner in obtaining proposals by:

- .1 facilitating the distribution of Proposal Documents for distribution to prospective contractors and requesting their return upon completion of the negotiation process;
- .2 organizing and participating in selection interviews with prospective contractors;
- .3 preparing responses to questions from prospective contractors and providing clarifications and interpretations of the Proposal Documents to the prospective contractors in the form of addenda; and,
- .4 participating in negotiations with prospective contractors, and subsequently preparing a summary report of the negotiation results, as directed by the Owner.

§ 3.5.3.3 If the Proposal Documents permit substitutions, upon the Owner's written authorization, the Architect shall consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective contractors.

## § 3.6 Construction Phase Services

### § 3.6.1 General

§ 3.6.1.1 The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™–2017, General Conditions of the Contract for Construction. If the Owner and Contractor modify AIA Document A201–2017, those modifications shall not affect the Architect's services under this Agreement unless the Owner and the Architect amend this Agreement in writing.

§ 3.6.1.2 The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the Architect's, its agents, employees, or representatives' negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

§ 3.6.1.3 Subject to Section 4.2 and except as provided in Section 3.6.6.5, the Architect's responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates on the date the Architect issues the final Certificate for Payment.

### § 3.6.2 Evaluations of the Work

§ 3.6.2.1 The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.2.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. The Architect shall visit the construction site at critical points of construction such as those affecting structural integrity. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner in writing (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work.

§ 3.6.2.2 The Architect has the authority to reject Work that does not conform to the Contract Documents. If the Architect rejects Work under this paragraph, the Architect shall provide written notice to the Owner within three (3) business days. Whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not the Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

§ 3.6.2.3 The Architect shall interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of either the Owner or Contractor. The Architect's response to such requests shall be made in writing within any time limits agreed upon or otherwise with reasonable promptness.

§ 3.6.2.4 Interpretations and decisions of the Architect shall be consistent with the intent of, and reasonably inferable from, the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by Contractor, and shall not be liable for results of interpretations or decisions rendered in good faith. The Owner's decisions on matters relating to aesthetic effect shall be final.

§ 3.6.2.5 Unless the Owner and Contractor designate another person to serve as an Initial Decision Maker, as that term is defined in AIA Document A201–2017, the Architect shall render initial decisions on Claims between the Owner and Contractor as provided in the Contract Documents.

**§ 3.6.3 Certificates for Payment to Contractor**

§ 3.6.3.1 The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Contractor's Application for Payment, that the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to (1) an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) results of subsequent tests and inspections, (3) correction of minor deviations from the Contract Documents prior to completion, and (4) specific qualifications expressed in writing by the Architect.

§ 3.6.3.2 The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum. However, the Architect shall verify the representations made and documents submitted by the Contractor as to the progress of the Work.

§ 3.6.3.3 The Owner shall have the authority to withhold payment from the Contractor or Architect if there is a dispute regarding the amount of money owed to the Contractor or Architect. The Owner may withhold liquidated damages from payment applications throughout the construction process.

§ 3.6.3.4 The Architect shall maintain a record of the Applications and Certificates for Payment.

**§ 3.6.4 Submittals**

§ 3.6.4.1 The Architect shall review the Contractor's submittal schedule and shall not unreasonably delay or withhold approval of the schedule. The Architect's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time, in the Architect's professional judgment, to permit adequate review.

§ 3.6.4.2 The Architect shall review and approve, or take other appropriate action upon, the Contractor's submittals such as Shop Drawings, Product Data and Samples, but only for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. Review of such submittals is not for the purpose of determining the accuracy and completeness of other information such as dimensions, quantities, and installation or performance of equipment or systems, which are the Contractor's responsibility. The Architect's review shall not constitute approval of safety precautions or construction means, methods, techniques, sequences or procedures. The Architect's approval of a specific item shall not indicate approval of an assembly of which the item is a component.

§ 3.6.4.3 If the Contract Documents specifically require the Contractor to provide professional design services or certifications by a design professional related to systems, materials, or equipment, the Architect shall specify the appropriate performance and design criteria that such services must satisfy. The Architect shall review and take appropriate action on Shop Drawings and other submittals related to the Work designed or certified by the Contractor's design professional, provided the submittals bear such professional's seal and signature when submitted to the Architect. The Architect's review shall be for the limited purpose of checking for conformance with information given and the design concept expressed in the Contract Documents. The Architect shall be entitled to rely upon, and shall not be responsible for, the adequacy and accuracy of the services, certifications, and approvals performed or provided by such design professionals.

§ 3.6.4.4 Subject to Section 4.2, the Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth, in the Contract Documents, the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such

requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to the requests for information.

§ 3.6.4.5 The Architect shall maintain a record of submittals and copies of submittals supplied by the Contractor in accordance with the requirements of the Contract Documents.

#### § 3.6.5 Changes in the Work

§ 3.6.5.1 The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to Section 4.2, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's written approval and execution in accordance with the Contract Documents.

§ 3.6.5.2 The Architect shall maintain records relative to changes in the Work.

#### § 3.6.6 Project Completion

§ 3.6.6.1 The Architect shall:

- .1 conduct inspections to determine the date or dates of Substantial Completion and the date of final completion;
- .2 issue Certificates of Substantial Completion;
- .3 forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and received from the Contractor; and,
- .4 issue a final Certificate for Payment based upon a final inspection indicating that the Work complies with the requirements of the Contract Documents.

§ 3.6.6.2 The Architect's inspections shall be conducted with the Owner to check conformance of the Work with the requirements of the Contract Documents and to verify the accuracy and completeness of the list submitted by the Contractor of Work to be completed or corrected.

§ 3.6.6.3 When Final Completion has been achieved, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

§ 3.6.6.4 The Architect shall forward to the Owner the following information received from the Contractor: (1) consent of surety or sureties, if any, to reduction in or partial release of retainage or the making of final payment; (2) affidavits, receipts, releases and waivers of liens, or bonds indemnifying the Owner against liens; and (3) any other documentation required of the Contractor under the Contract Documents.

§ 3.6.6.5 Upon request of the Owner, and prior to the expiration of one year from the date of Final Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner to review the facility operations and performance.

### ARTICLE 4 SUPPLEMENTAL AND ADDITIONAL SERVICES

#### § 4.1 Supplemental Services

§ 4.1.1 The services listed below may be required for the Project. The Architect shall provide the listed Supplemental Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 11.2. Unless otherwise specifically addressed in this Agreement, if neither the Owner nor the Architect is designated, the parties agree that the listed Supplemental Service is not being provided for the Project.

*(Designate the Architect's Supplemental Services and the Owner's Supplemental Services required for the Project by indicating whether the Architect or Owner shall be responsible for providing the identified Supplemental Service. Insert a description of the Supplemental Services in Section 4.1.2 below or attach the description of services as an exhibit to this Agreement.)*

| Supplemental Services | Responsibility<br>(Architect, Owner, or not provided) |
|-----------------------|-------------------------------------------------------|
| § 4.1.1.1 Programming | N/A/ Owner Provided                                   |

Init.

| <b>Supplemental Services</b>                                                   | <b>Responsibility</b><br><i>(Architect, Owner, or not provided)</i>                                                                                         |
|--------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------|
| § 4.1.1.2 Multiple preliminary designs                                         | Not Provided                                                                                                                                                |
| § 4.1.1.3 Measured drawings                                                    | Owner                                                                                                                                                       |
| § 4.1.1.4 Existing facilities surveys                                          | Owner                                                                                                                                                       |
| § 4.1.1.5 Site evaluation and planning                                         | Owner                                                                                                                                                       |
| § 4.1.1.6 Building Information Model management responsibilities               | Architect (included in Basic Services)                                                                                                                      |
| § 4.1.1.7 Development of Building Information Models for post construction use | N/A                                                                                                                                                         |
| § 4.1.1.8 Civil engineering                                                    | Architect (included in Basic Services)                                                                                                                      |
| § 4.1.1.9 Landscape design                                                     | Not Provided                                                                                                                                                |
| § 4.1.1.10 Architectural interior design                                       | Architect (Article 12, paragraph 12.2)                                                                                                                      |
| § 4.1.1.11 Value analysis                                                      | Not Provided                                                                                                                                                |
| § 4.1.1.12 Detailed cost estimating beyond that required in Section 6.3        | Contractor                                                                                                                                                  |
| § 4.1.1.13 On-site project representation                                      | Architect (included in Basic Services, Article 3, paragraph 3.6.2.1)                                                                                        |
| § 4.1.1.14 Conformed documents for construction                                | Contractor                                                                                                                                                  |
| § 4.1.1.15 As-designed record drawings                                         | Contractor                                                                                                                                                  |
| § 4.1.1.16 As-constructed record drawings                                      | Contractor                                                                                                                                                  |
| § 4.1.1.17 Post-occupancy evaluation                                           | Not Provided                                                                                                                                                |
| § 4.1.1.18 Facility support services                                           | Not Provided                                                                                                                                                |
| § 4.1.1.19 Tenant-related services                                             | Not Provided                                                                                                                                                |
| § 4.1.1.20 Architect's coordination of the Owner's consultants                 | Architect will meet with Owner's consultants and vendors to obtain information for inclusion in Architect's Contract Documents (included in Basic Services) |
| § 4.1.1.21 Telecommunications/data design                                      | Owner                                                                                                                                                       |
| § 4.1.1.22 Security evaluation and planning                                    | Owner                                                                                                                                                       |
| § 4.1.1.23 Commissioning                                                       | Not Provided                                                                                                                                                |
| § 4.1.1.24 Sustainable Project Services pursuant to Section 4.1.3              | Not Provided                                                                                                                                                |
| § 4.1.1.25 Fast-track design services                                          | Not Provided                                                                                                                                                |
| § 4.1.1.26 Multiple bid packages                                               | Not Provided                                                                                                                                                |
| § 4.1.1.27 Historic preservation                                               | Not Provided                                                                                                                                                |
| § 4.1.1.28 Furniture, furnishings, and equipment design                        | Architect                                                                                                                                                   |
| § 4.1.1.29 Other services provided by specialty Consultants                    | Architect (for an additional fee)                                                                                                                           |
| § 4.1.1.30 Other Supplemental Services                                         | Architect (for an additional fee)                                                                                                                           |
|                                                                                |                                                                                                                                                             |

*(Paragraphs deleted)*

## **§ 4.2 Architect's Additional Services**

The Architect may provide Additional Services after execution of this Agreement without invalidating the Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 4.2 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect's schedule.

### **§ 4.2.1**

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**User Notes:**

(1984058178)

*(Paragraphs deleted)*

Telecommunications/data and Security (re: 4.1.20 and 4.1.21): Architect will take information provided by Owner's vendors and design necessary components in the normal architectural work.

**§ 4.2.2** Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner in writing within five (5) business days and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following Additional Services until the Architect receives the Owner's written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the enactment or revision of codes, laws, or regulations, including changing or editing previously prepared Instruments of Service;
- .3 Changing or editing previously prepared Instruments of Service necessitated by official interpretations of applicable codes, laws or regulations that are either (a) contrary to specific interpretations by the applicable authorities having jurisdiction made prior to the issuance of the building permit, or (b) contrary to requirements of the Instruments of Service when those Instruments of Service were prepared in accordance with the applicable standard of care;
- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- .5 Preparing digital models or other design documentation for transmission to the Owner's consultants and contractors, or to other Owner-authorized recipients;
- .6 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 Preparation for, and attendance at, a public presentation, meeting or hearing;
- .8 Preparation for, and attendance at, a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 Evaluation of the qualifications of entities providing bids or proposals;

*(Paragraph deleted)*

- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction; or,
- .11 Assistance to the Initial Decision Maker, if other than the Architect.

**§ 4.2.3** To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner in writing within five (5) business days and explain the facts and circumstances giving rise to the need. If, upon receipt of the Architect's notice, the Owner determines that all or parts of the services are not required, the Owner shall give prompt written notice to the Architect of the Owner's determination. The Architect shall not proceed unless it has written authorization from the Owner or its representative.

- .1 Reviewing a Contractor's submittal out of sequence from the submittal schedule approved by the Architect;
- .2 Responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;
- .3 Preparing Change Orders and Construction Change Directives that require evaluation of Contractor's proposals and supporting data, or the preparation or revision of Instruments of Service;
- .4 Evaluating an extensive number of Claims as the Initial Decision Maker; or,
- .5 Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom.

**§ 4.2.4** The Architect shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner in writing:

- .1 Two ( 2 ) reviews of each Shop Drawing, Product Data item, sample and similar submittals of the Contractor
- .2 Every two (2) weeks visits to the site by the Architect during construction
- .3 Two ( 2 ) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .4 One ( 1 ) inspections for any portion of the Work to determine final completion.

§ 4.2.5 Except for services required under Section 3.6.6.5 and those services that do not exceed the limits set forth in Section 4.2.3, Construction Phase Services provided more than 60 days after (1) the date of Final Completion of the Work or (2) the initial date of Final Completion identified in the agreement between the Owner and Contractor, whichever is earlier, shall be compensated as Additional Services to the extent the Architect incurs additional cost in providing those Construction Phase Services.

§ 4.2.6 If the services covered by this Agreement have not been completed within twenty-four ( 24 ) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

## **ARTICLE 5 OWNER'S RESPONSIBILITIES**

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a program, which shall set forth the Owner's objectives; schedule; constraints and criteria, including space requirements and relationships; flexibility; expandability; special equipment; systems; and site requirements.

§ 5.2 The Owner shall estimate the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. The Owner may update the Owner's budget for the Project as necessary throughout the duration of the Project until final completion. Architect recognizes and understands that Owner is a governmental entity subject to unique budgetary constraints. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner will endeavor to render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services. However, Architect recognizes that Owner is a governmental entity, and decisions are made through its governing body at regularly scheduled meetings.

§ 5.4 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions, and other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark. Other than the metes and bounds noted in the survey, if any, Owner does not guaranty the accuracy of surveys provided, including the locations of utility lines, cables, pipes, or pipelines, or the presence or absence of easements. The Owner will provide an updated signed and sealed topographic survey which accurately locates existing development including but not limited to structures and site improvements including pavement and existing underground utilities for connection and tie-ins to support the new vehicle maintenance garage.

§ 5.5 The Owner shall furnish services of geotechnical engineers, which may include test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

§ 5.6 The Owner shall provide the Supplemental Services designated as the Owner's responsibility in Section 4.1.1.

§ 5.7 Intentionally deleted.

§ 5.8 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's written request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated as the responsibility of the Architect in this Agreement, or authorize the Architect to furnish them as an

Additional Service, when the Architect requests such services in writing and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants and contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

§ 5.9 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 5.10 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests, with the exception of the insurance required to be provided by Architect or Contractor.

§ 5.11 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 5.12 The Owner shall endeavor to include the Architect in all communications with the Contractor that relate to or affect the Architect's services or professional responsibilities. The Owner shall endeavor to promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect.

§ 5.13 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

§ 5.14 The Owner shall provide the Architect access to the Project site prior to commencement of the Work and shall obligate the Contractor to provide the Architect access to the Work wherever it is in preparation or progress.

§ 5.15 Within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as necessary and relevant for the Architect to evaluate, give notice of, or enforce lien rights.

## ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work does not include the compensation of the Architect; the costs of the land, rights-of-way, financing, or contingencies for changes in the Work; or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and shall be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, and the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work, prepared by the Architect, represent the Architect's judgment as a design professional. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials, or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market, or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work, or from any estimate of the Cost of the Work, or evaluation, prepared or agreed to by the Architect.

§ 6.2.1 Where the Architect's compensation is based on a percentage of the Cost of the Work, such compensation is subject to modification per paragraph 11.6 as the Cost of the Work is adjusted.

§ 6.3 In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding, and price escalation; to determine what materials, equipment, component systems, and types of construction are to be included in the Contract Documents; to recommend reasonable adjustments in the program and scope of the Project; and to include design alternates as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requires a detailed estimate of the Cost of the Work, the Architect shall provide such an estimate, if identified as the Architect's responsibility in Section 4.1.1, as a Supplemental Service.

§ 6.4 If, through no fault of the Architect, the Procurement Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, the Owner may adjust its budget for the Cost of the Work to reflect changes in the general level of prices in the applicable construction market.

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality, or budget for the Cost of the Work. Any adjustment to the budget is at Owner's sole discretion.

§ 6.6 If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 consider approving an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or,
- .5 implement any other mutually acceptable alternative.

§ 6.7 If the Owner chooses to proceed under Section 6.6.4, the Architect shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. If the Owner requires the Architect to modify the Construction Documents because the lowest bona fide bid or negotiated proposal exceeds the Owner's budget for the Cost of the Work, the Architect's services for modifying the Construction Documents shall be without additional compensation. In any event, the Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

## ARTICLE 7 COPYRIGHTS AND LICENSES

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project. If the Owner and Architect intend to transmit Instructions of Services or any other information or documentation in digital form, they shall endeavor to establish necessary protocols governing such transmissions. Copyrighted materials shall be clearly marked.

§ 7.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants. However, Architect recognizes and understands that Owner is a governmental body subject to the requirements of the Texas Government Code, Chapter 552, the Public Information Act.

§ 7.3 The Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering, repairing, remodeling, and adding to the Project, provided that the Owner substantially performs its obligations under this Agreement, including prompt payment of all sums due pursuant to Article 9 and Article 11. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service, subject to any protocols established pursuant to Section 1.3, solely and exclusively for use in performing services or construction for the Project.

§ 7.3.1 Intentionally deleted.

§ 7.4 Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants, unless the liability arises from a design defect attributable to Architect or Architect's consultants.

Init.

§ 7.5 Except as otherwise stated in Section 7.3, the provisions of this Article 7 shall survive the termination of this Agreement.

## ARTICLE 8 CLAIMS AND DISPUTES

### § 8.1 General

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

§ 8.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents, and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201–2017, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.

§ 8.1.3 The Architect and Owner waive consequential damages for claims, disputes, or other matters in question, arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.7.

### § 8.2 Mediation

§ 8.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 8.2.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation. A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order.

§ 8.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in Waller County, Texas, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 8.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:

*(Check the appropriate box.)*

☐ Arbitration pursuant to Section 8.3 of this Agreement

☒ Litigation in a court of competent jurisdiction

☐ Other: *(Specify)*

If the Owner and Architect do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.

*(Paragraphs deleted)*

## ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to terminate this Agreement, the license granted in Article 7 shall survive termination. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Architect all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules may be equitably adjusted if mutually agreed to in writing.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. The Architect's fees for the remaining services and the time schedules may be equitably adjusted if mutually agreed to in writing.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice, but may not terminate the license granted in Article 7. In the event of suspension, Owner shall have no liability to the Architect for delay or damage caused by the suspension.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 If the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall compensate the Architect for services performed prior to written notice of termination, and Reimbursable Expenses already incurred.

§ 9.7 In addition to any amounts paid under Section 9.6, if the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall pay to the Architect the following fees:

*(Set forth below the amount of any termination or licensing fee, or the method for determining any termination or licensing fee.)*

**.1 Termination Fee:**

Zero (\$0.00).

**.2 Licensing Fee if the Owner intends to continue using the Architect's Instruments of Service:**

Five thousand dollars (\$5,000.00).

§ 9.8 Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Final Completion.

§ 9.9 The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 7 and Section 9.7.

## ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the State of Texas, excluding that jurisdiction's choice of law rules, and venue shall lie in the district courts of Waller County, Texas.

§ 10.2 Except where defined in this Agreement, terms in this Agreement shall have the same meaning as those in AIA Document A201-2017, General Conditions of the Contract for Construction.

Init.

§ 10.3 Architect binds itself, its agents, successors, assigns, and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other.

§ 10.4 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services, or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or Architect.

§ 10.6 The Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site, unless an injury occurs as the result of the Architect's direction concerning the substance.

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project. This Section 10.7 shall survive the termination of this Agreement unless the Owner terminates this Agreement for cause pursuant to Section 9.4.

§ 10.8 If the Architect or Owner receives information specifically designated by the other party as "confidential" or "business proprietary," to the extent allowed by law, the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except to (1) its employees, (2) those who need to know the content of such information in order to perform services or construction solely and exclusively for the Project, or (3) its consultants and contractors whose contracts include similar restrictions on the use of confidential information. All confidential materials shall be clearly marked as such. Architect recognizes that Owner is a governmental entity subject to Texas Government Code, Chapter 552, the Public Information Act. The final decision as to what information must be disclosed pursuant to the Public Information Act lies with the Texas Attorney General. Owner shall have the right to rely on the advice, decisions, and opinions of the Texas Attorney General, and shall have no liability or obligation to Architect or Contractor for disclosure to the public in reliance on any advice, decision, or opinion of the Texas Attorney General.

§ 10.8.1 The receiving party may disclose "confidential" or "business proprietary" information after 7 days' notice to the other party, when required by law, arbitrator's order, or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or to the extent such information is reasonably necessary for the receiving party to defend itself in any dispute. The receiving party may also disclose such information to its employees, consultants, or contractors in order to perform services or work solely and exclusively for the Project, provided those employees, consultants and contractors are subject to the restrictions on the disclosure and use of such information as set forth in this Section 10.8.

§ 10.9 The invalidity of any provision of the Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

## ARTICLE 11 COMPENSATION

§ 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

### .1 Stipulated Sum

(Insert amount)

Forty-seven thousand five hundred dollars (\$47,500.00).

**.2 Percentage Basis**  
(Insert percentage value)

Intentionally left blank.

**.3 Other**  
(Describe the method of compensation)

Intentionally left blank.

**§ 11.2** For the Architect's Supplemental Services designated in Section 4.1.1 and for any Sustainability Services required pursuant to Section 4.1.3, the Owner shall compensate the Architect as follows:  
(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)

As agreed upon when the need is identified.

**§ 11.3** For Additional Services that may arise during the course of the Project, including those under Section 4.2, the Owner shall compensate the Architect as follows:  
(Insert amount of, or basis for, compensation.)

As agreed upon when the need is identified.

**§ 11.4** Compensation for Supplemental and Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus ten percent ( 10%), or as follows:  
(Insert amount of, or basis for computing, Architect's consultants' compensation for Supplemental or Additional Services.)

**§ 11.5** When compensation for Basic Services is based on a stipulated sum or a percentage basis, the proportion of compensation for each phase of services shall be as follows:

|                                    |             |           |     |    |
|------------------------------------|-------------|-----------|-----|----|
| Programming/Schematic Design Phase | Twenty      | percent ( | 20  | %) |
| Design Development Phase           | Twenty-Five | percent ( | 25  | %) |
| Construction Documents Phase       | Thirty-Five | percent ( | 35  | %) |
| Procurement Phase                  | Five        | percent ( | 5   | %) |
| Construction Phase                 | Fifteen     | percent ( | 15  | %) |
| <hr/>                              |             |           |     |    |
| Total Basic Compensation           | one hundred | percent ( | 100 | %) |

**§ 11.6** When compensation is based on a percentage of the Cost of the Work and any portions of the Project are deleted or otherwise not constructed for any reason including a reduction in the budget which is indicated in paragraph 1.1 or approved at the conclusion of any Phase, compensation for those portions of the Project shall be payable to the extent services are actually performed on those portions in accordance with the Agreement, and in accordance with the schedule set forth in Section 11.5 based on (1) the lowest bona fide bid or negotiated proposal, or (2) if no such bid or proposal is received, the most recent estimate of the Cost of the Work for such portions of the Project. The Architect shall be entitled to compensation based on the percentages identified in §11.5 upon completion of the applicable phase. Compensation shall be in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced. In no event will the Architect receive payment for services not performed.

**§ 11.6.1** When compensation is on a percentage basis and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on

those portions. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced. In no event will the Architect receive payment for services not performed.

**§ 11.7** The hourly billing rates for services of the Architect and the Architect's consultants are set forth below. *(If applicable, attach an exhibit of hourly billing rates or insert them below.)*

See Exhibit B.

| Employee or Category | Rate (\$0.00) |
|----------------------|---------------|
|----------------------|---------------|

**§ 11.8 Compensation for Reimbursable Expenses**

**§ 11.8.1** Reimbursable Expenses are in addition to compensation for Basic, Supplemental, and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows:

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 Long distance services, dedicated data and communication services, teleconferences, Project web sites, and extranets;
- .3 Permitting and other fees required by authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, and standard form documents;
- .5 Postage, handling, and delivery;

*(Paragraphs deleted)*

- .7 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project; and,
- .12 Other similar Project-related expenditures when first submitted in writing to and approved by Owner.

**§ 11.8.2** For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus ten percent ( 10 %) of the expenses incurred.

**§ 11.8.3** Charges for Reimbursable Expenses, including the ten percent (10%) mark-up for administrative costs, shall not be charged unless approved by the Owner in writing prior to the cost being incurred.

**§ 11.8.4** Travel expenses shall be reimbursed in accordance with the "Waller County Policy on Travel."

**§ 11.9 Architect's Insurance.**

Intentionally left blank.

**§ 11.10 Payments to the Architect**

**§ 11.10.1 Initial Payments**

**§ 11.10.1.1** An initial payment of zero (\$0.00 ) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

*(Paragraph deleted)*

**§ 11.10.2 Progress Payments**

**§ 11.10.2.1** Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due after receipt by the Waller County Auditor, and Owner's acceptance of work performed by Architect. Any invoice which cannot be verified by the contract price or is otherwise incorrect shall be returned to Architect for correction. Owner's obligation to pay Architect is subject to the laws of the State of Texas, which prohibit the obligation and expenditure of public funds beyond the fiscal year for which a budget has been approved. Amounts unpaid sixty ( 60 ) days after the payment is due shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.

*(Insert rate of monthly or annual interest agreed upon.)*

4 % per annum

§ 11.10.2.2 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work, except in accordance with the terms of this Agreement or unless the Architect has been found liable for the amounts in a binding dispute resolution proceeding.

§ 11.10.2.3 Records of Reimbursable Expenses, expenses pertaining to Supplemental and Additional Services, and services performed on the basis of hourly rates shall be available to the Owner upon request.

## ARTICLE 12 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Agreement are as follows:

*(Include other terms and conditions applicable to this Agreement.)*

12.1 Civil engineering services shall be included in the Architect's services and are included in the Percentage Basis fee.

12.2 As part of Basic Services, the Architect shall include selection and specification of interior finish materials and colors, for built-in items only.

12.3 The Owner's responsibilities include paying for surveys, soils testing, construction testing, utility commitments, permits and permit runners, assessments, and so forth. The Owner also provides information pertaining to Owner-provided equipment.

12.4 The Architect does not include any environmental assessments related to wetlands or any other issues, and does not include any services related to any actual or potential hazardous or toxic materials of any kind including asbestos, PCB's, mold, etc. Should the Owner suspect that any such issues affect the site, the Owner shall engage consultants appropriately and advise the Architect if the Architect's services could be affected.

## ARTICLE 13 SCOPE OF THE AGREEMENT

§ 13.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and Architect.

§ 13.2 This Agreement is comprised of the following documents identified below:

- .1 AIA Document B101™–2017, Standard Form Agreement Between Owner and Architect

N/A

- .3 Exhibits:

*(Check the appropriate box for any exhibits incorporated into this Agreement.)*

- [ ] AIA Document E204™–2017, Sustainable Projects Exhibit, dated as indicated below:  
*(Insert the date of the E204-2017 incorporated into this agreement.)*

- [ X ] Other Exhibits incorporated into this Agreement:  
*(Clearly identify any other exhibits incorporated into this Agreement, including any exhibits and scopes of services identified as exhibits in Section 4.1.2.)*

Exhibit A: Schematic Design (Basis of Design)

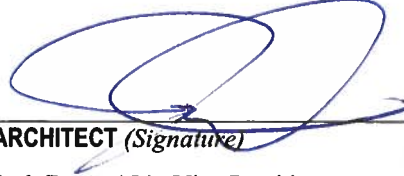
Exhibit B: Schedule of Hourly Rates

The Texas Board of Architectural Examiners has jurisdiction over complaints regarding the professional practices of persons registered as architects in Texas. They may be reached at:

Texas Board of Architectural Examiners  
P.O. Box 13179  
Austin, Texas 78711-3179  
512-305-9000

This Agreement entered into as of the day and year first written above.

**LDDBlueline, LLC**



**ARCHITECT (Signature)**

Jack Dura, AIA Vice President

*(Printed name, title, and license number, if required)*

**OWNER (Signature)**

*(Printed name and title)*



**ARCHITECT (Signature)**

Randall S. Seitz, AIA President

*(Printed name, title, and license number, if required)*

[illegible]

① ARCHITECTURAL SITE PLAN  
3/2" = 1'-0"

(NOT ALL KEYNOTES APPEAR ON EVERY SHEET)

(NOT ALL KEYNOTES APPEAR ON EVERY SHEET)

**LEGEND**

- ### SITE PLAN GENERAL NOTES

### SITE PLAN GENERAL NOTES

- SEE CIVIL DRAWINGS FOR PAULING REQUIREMENTS. A OTHER ITEMS NOT SHOWN ON ARCHITECTURAL THAT MAY BE REQUIRED FOR PERMITTING AND/OR CONSTRUCTION

WALLER COUNTY

NOT FOR CONSTRUCTION

SELECT COPYRIGHT&gt;

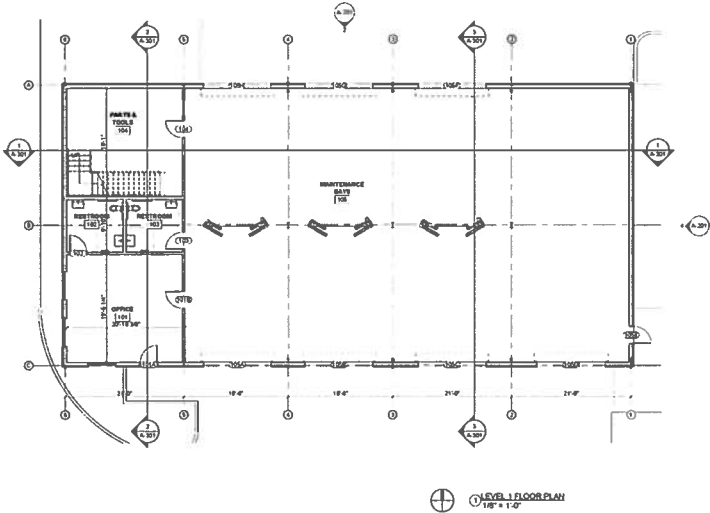
OBJECT NO. 00000000

DATE: \_\_\_\_\_

**A-001**

**A-001**

EXHIBIT A



PLAN KEYNOTES  
(NOT ALL KEYNOTES APPEAR ON EVERY SHEET)

- LEGEND**
- DOOR TAG SEE SHEET A-81
  - WINDOW TAG SEE SHEET A-81
  - PARTITION TAG SEE SHEET A-81

- FLOOR PLAN GENERAL NOTES**
- VERIFY ALL INFORMATION WITH CIVIL, STRUCTURAL, MEP AND ALL OTHER CONSTRUCTION DOCUMENTS PRIOR TO START OF CONSTRUCTION. VERIFY ALL DIMENSIONS, MATERIALS, AND FINISHES.
  - STRUCTURAL COLLARS ARE SHOWN FOR ALL DIMENSIONS ONLY. REFER TO STRUCTURAL DRAWINGS FOR DIMENSIONS AND ADDITIONAL INFORMATION.
  - DIMENSIONS TO EXTERIOR WALLS ARE TO FACE OF SHEATHING U N O.
  - INTERIOR DIMENSIONS ARE TO FACE OF STUD AND TO CENTERLINE OF COLUMNS U N O.
  - REFER TO ENLARGED PLANS & DETAILS FOR ADDITIONAL INFORMATION AND DIMENSIONS.
  - ALL EXPOSED STEEL TO BE PAINTED U N O.
  - ASSEMBLY SEATING IS SHOWN FOR REFERENCE & QUANTITY PURPOSE ONLY.
  - PROVIDE BRICK CONTROL JOINT AT INSIDE CORNERS AND AS INDICATED ON DRAWINGS.

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WALLER COUNTY  
**MAINTENANCE GARAGE**  
100 Street R, Green Swamp, Dr. Herndon, VA 77443

NOT FOR CONSTRUCTION

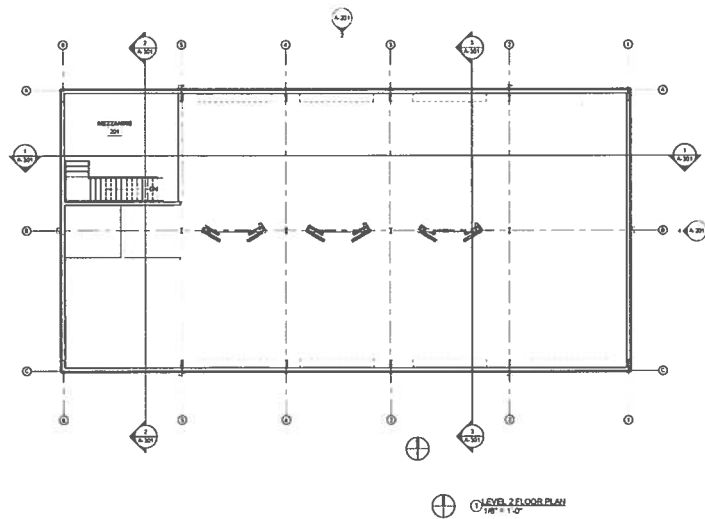
SELECT COPYRIGHT

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PROJECT NO: 100000000  
DRAWN BY: BH  
DATE: 10/1/20

LEVEL 1 FLOOR PLAN  
**A-101**

EXHIBIT A



PLAN KEYNOTES  
(NOT ALL KEYNOTES APPEAR ON EVERY SHEET)

DOOR TAG SEE SHEET A-101  
WINDOW TAG SEE SHEET A-101  
PARTITION TAG SEE SHEET A-103

LEGEND

DOOR TAG SEE SHEET A-101  
WINDOW TAG SEE SHEET A-101  
PARTITION TAG SEE SHEET A-103

FLOOR PLAN GENERAL NOTES

VERIFY ALL INFORMATION WITH CAL. STRUCTURAL, MEP AND ALL OTHERS. CONSTRUCTION DOCUMENTS PRIOR TO START OF CONSTRUCTION. IF ANY CONFLICTS EXIST, CONSULT THE PROJECT MANAGER FOR RESOLUTION.

STRUCTURAL COLUMNS ARE SHOWN FOR REFERENCE ONLY. REFER TO STRUCTURAL DRAWINGS FOR DIMENSIONS AND ADDITIONAL INFORMATION.

DIMENSIONS TO EXTERIOR WALLS ARE TO FACE OF SHEATHING, U.N.D.

INTERIOR DIMENSIONS ARE TO FACE OF STUD AND TO CENTERLINE OF COLUMNS, U.N.D.

REFER TO ENLARGED PLANS & DETAILS FOR ADDITIONAL INFORMATION AND DIMENSIONS.

ALL EXPOSED STEEL TO BE PAINTED U.N.D.

ASSEMBLY SEATING IS SHOWN FOR REFERENCE & QUANTITY PURPOSE ONLY.

PROVIDE BRICK CORNER JOINT AT WHERE CORNERS AND AS INDICATED ON DRAWINGS.

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WALLER COUNTY  
**MAINTENANCE GARAGE**  
100 Shaver R. Green Street SE, Marietta, GA 30067

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SELECT COPYRIGHT

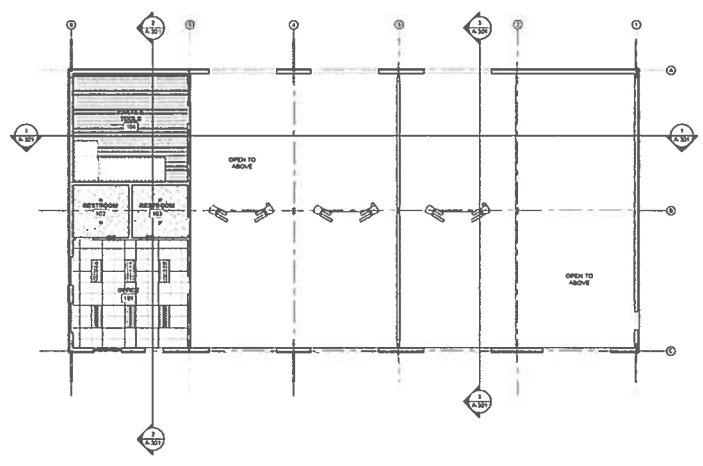
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PROJECT NO. 00000000  
DRAWN BY: JSE  
DATE: 06/20/20

LEVEL 2 FLOOR PLAN

A-102

EXHIBIT A



LEVEL 1 RCP  
1/8" = 1'-0"

**RCP KEYNOTES**  
NOTE ALL KEYNOTES APPEAR ON EVERY SHEET

**LEGEND**  
SELECT PER PROJECT

- CEILING ELEVATION & MATERIAL
- EMERGENCY ILLUMINATED EXIT SIGNAGE
- EMERGENCY LIGHTING
- 2 X 2 LAY-IN LED FUTURE
- 2 X 4 LAY-IN LED FUTURE
- SUSPENDED LED FUTURE
- LED COVE LIGHTING STRIP
- TRACK LIGHTS
- NECESSED LED DOWNLIGHT
- LED SURFACE MOUNTED CAN LIGHT FUTURE
- SUSPENDED DIRECT LED
- WALL MOUNTED FUTURE
- SPOTLIGHT
- EXHAUST FAN
- CEILING FAN
- SUPPLY AIR DIFFUSER
- RETURN AIR GRILLE
- PAINTED GYPSUM BOARD CEILING
- PAINTED EXPOSED CEILING
- GRAY PATCH INDICATES LIGHT FUTURE W/ BATTERY BACKUP
- WATCH INDICATES FIRE RATED STRUCTURE ABOVE CORRIDOR
- NOT CEILING IN FLOOR
- OFFFLOOR CEILING IN FLOOR
- FLOOR BEAM IN FLOOR
- CEILING IN FLOOR
- US 97M AT SECOND FLOOR

**RCP GENERAL NOTES**  
NOTE PER PROJECT

- REFLECTED CEILING PLAN INDICATES LAYOUT & ARRANGEMENT OF ROSE MECHANICAL & ELECTRICAL DEVICES ON CEILING AS WELL AS OF BASIC CEILING MATERIALS
- SEE ELECTRICAL & MECHANICAL DRAWINGS FOR ADDITIONAL INFORMATION ON CEILING DEVICES & COMPONENTS WHICH MAY NOT BE SHOWN ON REFLECTED CEILING PLAN
- REVIEW LAYOUT & COORDINATE LOCATION OF ALL EQUIPMENT PRIOR TO STARTING WORK. REPORT ANY DISCREPANCIES TO ARCHITECT & ENGINEER
- ALL CEILING PENETRATIONS SUCH AS, BUT NOT LIMITED TO, LIGHT FIXTURES, SPRINKLER HEADS & EXIT SIGNS SHALL BE CENTERED IN CEILING TILE
- PROVIDE EMERGENCY LIGHTING STRIPES, FLUORESCENT WALL AND SHROUD DETECTORS AS REQUIRED BY CODE
- ALL CEILING SHALL BE 9' UNLESS NOTED OTHERWISE

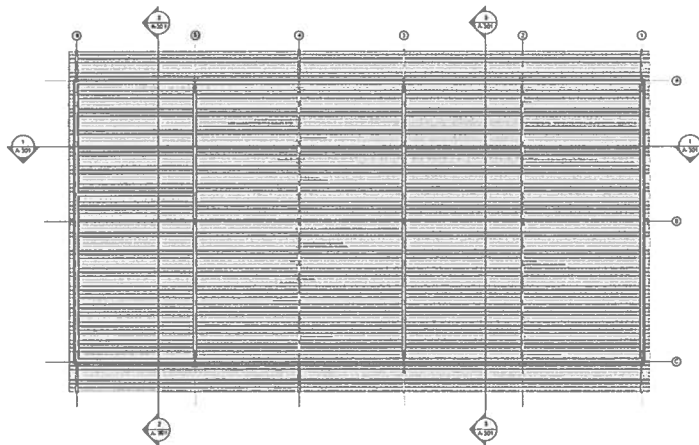
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www.lldbline.com

**WALLER COUNTY**  
**MAINTENANCE GARAGE**  
100 South R. Green Street, O'Fallon, IL 62450

**NOT FOR CONSTRUCTION**

**LEVEL 1 RCP**  
**A-111**

① LEVEL 2 RCP  
1/8" = 1'-0"



**LEGEND**  
- EDIT PER PROJECT -

- |                                                                                       |                                                           |
|---------------------------------------------------------------------------------------|-----------------------------------------------------------|
|    | CEILING ELEVATION & MATERIAL                              |
|    | EMERGENCY ILLUMINATED EXIT SIGNAGE                        |
|    | EMERGENCY LIGHTING                                        |
|    | 2 & 2 LAY IN LED FUTURE                                   |
|    | 2 & 2 LAY IN LED FUTURE                                   |
|   | SUSPENDED LED LIGHTS                                      |
|  | LED COOL WHITE LED STRIP                                  |
|  | TRACK LIGHTS                                              |
|  | RECESSED LED DOWNLIGHT                                    |
|  | LED BUILT-IN MOUNTED CASE FIXTURES                        |
|  | SUSPENDED DIRECT LED                                      |
|  | WALL MOUNTED FIXTURES                                     |
|  | SPOTLIGHT                                                 |
|  | EXHAUST FAN                                               |
|  | CEILING FAN                                               |
|  | SUPPLY AIR DIFFUSER                                       |
|  | RETURN AIR GRILLE                                         |
|  | 2 & 2 SUSPENDED ACOUSTICAL CEILING TILES & GRID           |
|  | PRINTED CYRILLIC BOARD CEILING                            |
|  | PAINTED EXPOSED CEILING                                   |
|  | GRID HATCH INDICATES LIGHT FIXTURES & OTHER FEATURES      |
|  | GRID HATCH INDICATES FIBER GLASS STRUCTURE ABOVE CONCRETE |
|  | CEILING PANELS: 1'x6'x8'                                  |
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**BEST PRACTICE OBJECT**

- REFLECT CEILING PLAN INDICATES LA-YOUT & ARRANGEMENT OF MOST MECHANICAL & ELECTRICAL DEVICES ON CEILING AS WELL AS OF BASIC CEILING MATERIALS.
- SEE ELECTRICAL & MECHANICAL DRAWINGS FOR ADDITIONAL INFORMATION ON CEILING DEVICES & COMPONENTS WHICH MAY NOT BE SHOWN ON REFLECTED CEILING PLAN.
- REVIEW LA-YOUT & COORDINATE LOCATION OF ALL COMPONENTS PRIOR TO STARTING WORK. REPORT ANY DISCREPANCIES TO ARCHITECT & ENGINEER.
- ALL CEILING PENETRATIONS SUCH AS, BUT NOT LIMITED TO LIGHT FIXTURES, SPRINKLER HEADS & EXIT SIGNS SHALL BE IDENTIFIED ON CEILING PLAN.
- PROVIDE EMERGENCY LIGHTING STRONGS, ALARM, PUBLIC AND SMOKE DETECTORS AS REQUIRED BY CODE.
- ALL CEILING SHALL BE 9'0" UNLESS NOTE OTHERWISE.

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**MAINTENANCE GARAGE**  
100 Stewart R Glenn Smith Dr. Hempstead, TX 77445

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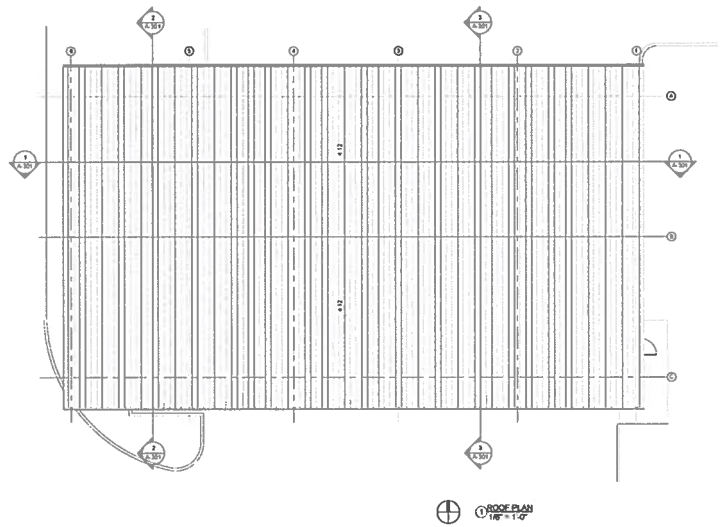
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| 02/21/08 | 4-50116 10 |

PROJECT NO XXXXXXX  
 DRAWN BY XXX DC XXX

LEVEL 2 RCP

**A-112**

EXHIBIT A



ROOF KEYNOTES  
(NOT ALL KEYNOTES APPEAR ON EVERY SHEET)

- LEGEND**
- ES EDIT PER PROJECT
  - ROOF SLOPE ARROW
  - ROD ROOF DRAIN
  - OVERFLOW ROOF DRAIN
  - HATCH INDICATES EXTENTS OF ICE & WATER SHIELD
  - HATCH INDICATES TAPERED INSULATION & CRACK

- ROOF PLAN GENERAL NOTES**
- 1. VERIFY LOCATIONS OF ALL ROOF PENETRATIONS INTO STRUCTURAL, MECHANICAL, AND PLUMBING DRAWINGS.
  - 2. PROVIDE CRACKS TO DRAINAGE FROM ANY ROOF TOP EQUIPMENT.
  - 3. ALL ROOF DRAINS SHALL HAVE A MINIMUM SLOPE OF 1/4" PER FOOT. ALL DRAIN SETS SHALL HAVE A MINIMUM SLOPE OF 1/2" PER FOOT.
  - 4. PROVIDE FINE FINISHED METAL FLASHINGS & DOWNSPOUTS IN SEES AND PROFILES INDICATED.
  - 5. COORDINATE DOWNSPOUT DRAINAGE PER LOCATIONS INDICATED WITH C&M DRAWINGS.
  - 6. ALL WOOD BLOCKS TO BE FIRE RETARDANT TREATED.

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<SELECT COPYRIGHT>

| REV | DATE       | REVISIONS FOR     |
|-----|------------|-------------------|
| 1   | 11/11/2021 | ISSUED FOR PERMIT |

PROJECT NO. 2021000000  
DRAWN BY: JAC  
CHECKED BY: JAC  
**ROOF PLAN**  
**A-130**

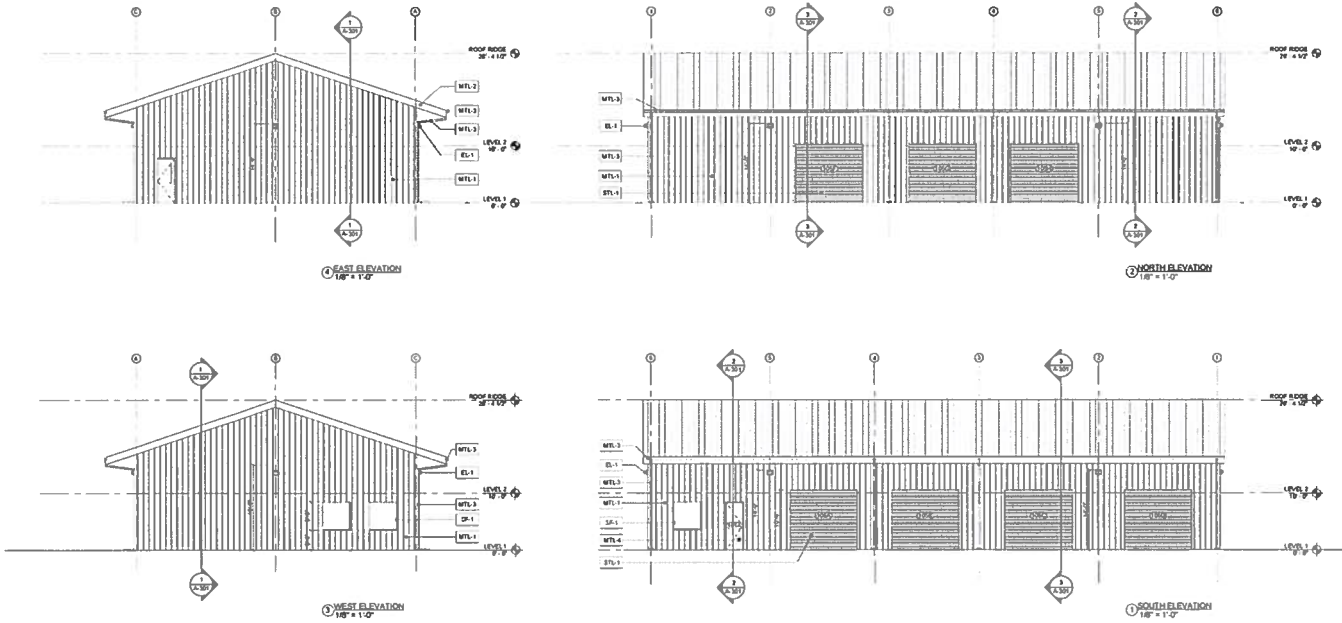
# EXHIBIT A

| EXTERIOR FINISH SCHEDULE |                                           |          |
|--------------------------|-------------------------------------------|----------|
| ITEM                     | DESCRIPTION                               | QUANTITY |
| EL-1                     | EXTERIOR LIGHT FIXTURE                    |          |
| MTL-1                    | PRE-FINISHED METAL ROOF                   |          |
| MTL-2                    | PRE-FINISHED VINYL SIDING                 |          |
| MTL-3                    | PRE-FINISHED METAL ROOF                   |          |
| MTL-4                    | STEEL PAINTED                             |          |
| SP-1                     | PRE-FINISHED ALUMINUM STONE FRONT BY ITEM |          |
| STL-1                    | BRICKWORK EXTERIOR TIE-IN                 |          |

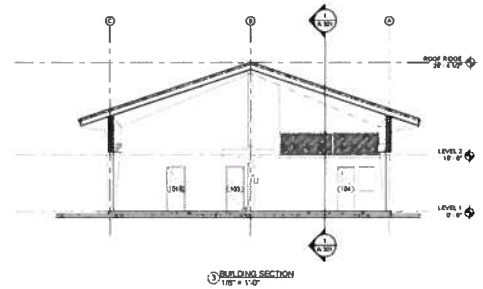
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Drawing BY: JMS DC: JMS

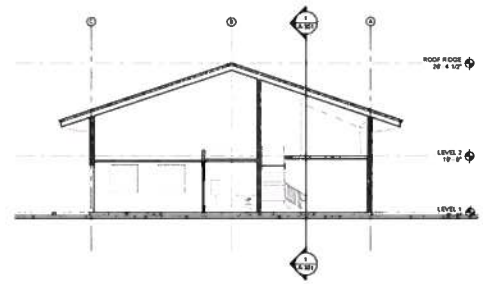
EXTERIOR ELEVATIONS  
**A-201**



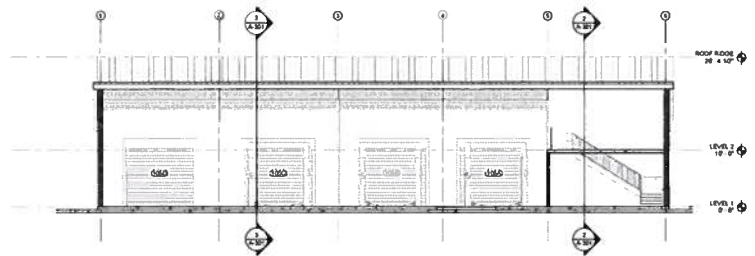
# EXHIBIT A



1 BUILDING SECTION  
1/8" = 1'-0"



2 BUILDING SECTION  
1/8" = 1'-0"



3 BUILDING SECTION  
1/8" = 1'-0"

| REV | DATE     | REVISION FOR |
|-----|----------|--------------|
| 01  | 01.25.20 | ISSUED FOR   |
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## Exhibit B

| <b>LDDBLueline 2024 Rate Schedule - General Contracts</b> |                    |
|-----------------------------------------------------------|--------------------|
|                                                           |                    |
| <b>AIA Role / Title</b>                                   | <b>Hourly Rate</b> |
| Accountant                                                | \$140              |
| Architect Level III                                       | \$170              |
| Architectural Staff Level I (non-licensed)                | \$110              |
| Architectural Staff Level II (non-licensed)               | \$130              |
| Architectural Staff Level III (non-licensed)              | \$150              |
| Business Development Manager                              | \$220              |
| Chief Operating Officer (COO)                             | \$300              |
| Design Technology Specialist II                           | \$140              |
| Entry-Level Interior Design Associate                     | \$100              |
| Interior Designer Level I                                 | \$110              |
| Interior Designer Level II                                | \$130              |
| Interior Designer Level III                               | \$150              |
| Managing Principal                                        | \$290              |
| Marketing Coordinator                                     | \$110              |
| Marketing Manager                                         | \$160              |
| Recent College Graduate (non-licensed)                    | \$100              |
| Senior Architect                                          | \$190              |
| Senior Project Designer                                   | \$210              |
| Senior Project Manager                                    | \$210              |

# **Additions and Deletions Report for**

## **AIA® Document B101® – 2017**

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 13:23:00 ET on 03/03/2025.

### **PAGE 1**

**AGREEMENT** made as of the ~~day of~~ in the year last date of signing.

...

Waller County  
425 FM 1488  
Hempstead, TX 77445

...

LDDBlueline, LLC  
333 Cypress Run, Suite 350  
Houston, Texas 77094

...

#### Scope of Work:

The project involves the design and construction of a 5,000 square foot pre-engineered metal building (PEMB) to function as a vehicle maintenance garage for Waller County. This facility will feature metal siding and an insulated metal roof, both provided by the PEMB manufacturer.

The garage will be equipped with four (4) overhead coiling doors, allowing access to two (2) dedicated maintenance bays designed for the servicing of county vehicles and equipment. Additionally, a 200 square foot parts and tools room will be integrated within the structure to facilitate organized storage and streamlined maintenance operations.

Beyond the primary garage space, the building will include air-conditioned interior areas, consisting of a 200 square foot administrative office and two (2) single-occupant restrooms.

Site enhancements will include paved access drives to ensure entry and exit for service vehicles, along with the necessary site infrastructure to support the facility's operations. As confirmed by Waller County, existing utility connections have already been extended to the site.

### **PAGE 2**

*(For each item in this section, insert the information or a statement such as "not applicable" or "unknown at time of execution.")* Scope of work includes 5,000 square foot pre-engineered metal building (PEMB) to function as a vehicle maintenance garage for Waller County with four (4) maintenance bays, parts area and an air-conditioned office area and two(2) single occupancy restrooms. This facility will feature metal siding and an insulated metal roof, both provided by the PEMB manufacturer. Site work is limited to connecting to existing utilities and concrete aprons and parking.

...

Programming completed, included in Exhibit A (Basis of Design).

...

Estimated to be approximately one million dollars (\$1,000,000.00), subject to adjustments through the Phases of the Project.

PAGE 3

To be determined by mutually written agreement of the Parties at a later date.

...

To be determined by mutually written agreement of the Parties at a later date.

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To be determined by mutually written agreement of the Parties at a later date.

...

To be determined by mutually written agreement of the Parties at a later date.

...

To be determined.

...

None.

~~§ 1.1.6.1 If the Owner identifies a Sustainable Objective, the Owner and Architect shall complete and incorporate AIA Document E204™ 2017, Sustainable Projects Exhibit, into this Agreement to define the terms, conditions and services related to the Owner's Sustainable Objective. If E204 2017 is incorporated into this agreement, the Owner and Architect shall incorporate the completed E204 2017 into the agreements with the consultants and contractors performing services or Work in any way associated with the Sustainable Objective.~~

...

Danny Rothe  
Waller County  
425 FM 1488  
Hempstead, TX 77445

...

To be determined.

...

To be determined at a later date.

...

.2 Civil Engineer:

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*(List any other consultants and contractors retained by the Owner.)*

Materials Testing – by Owner

Site environmental, wetlands and antiquities survey – if required

Platting Services – if required

Traffic Engineering – if required

...

Jack Duran

LDDBlueLine, LLC

333 Cypress Run, Suite 350

Houston, Texas 77094

...

To be determined.

...

To be determined.

...

.3 Electrical Engineer:

To be determined.

.4 Plumbing Engineer:

To be determined.

.5 Civil Engineer:

To be determined.

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N/A

...

§ 1.2 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that the Initial Information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the Architect's services, schedule for the Architect's services, and the Architect's compensation. ~~The Owner shall adjust~~

~~the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information. Unless the Owner authorizes an increase in the Project budget, the Architect shall redesign in order to lower costs, and come within Owner's budget.~~

...

§ 2.1 The Architect shall provide professional services as set forth in this Agreement. The Architect represents that it is properly licensed in the jurisdiction where the Project is located to provide the services required by this ~~Agreement, or shall Agreement.~~ With Owner's prior written consent, Architect may cause such services to be performed by other appropriately licensed design professionals.

...

§ 2.4 Except with the Owner's knowledge and written consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

§ 2.5 The Architect shall maintain the following insurance until termination of this Agreement. If any of the requirements set forth below are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect as set forth in Section ~~44-9.11.5.~~

§ 2.5.1 Commercial General Liability with policy limits of not less than ~~(\$—one million dollars (\$1,000,000.00 )~~ for each occurrence and ~~(\$—two million dollars (\$2,000,000.00 )~~ in the aggregate for bodily injury and property damage.

§ 2.5.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Architect with policy limits of not less than ~~(\$—one million dollars (\$1,000,000.00 )~~ per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.

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§ 2.5.5 Employers' Liability with policy limits not less than ~~(\$—) each accident, (\$—) each employee, and (\$—one million dollars (\$1,000,000.00 ) each accident, one million dollars (\$1,000,000.00 ) each employee, and one million dollars (\$1,000,000.00 )~~ policy limit.

§ 2.5.6 Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than ~~(\$—two million dollars (\$2,000,000.00 )~~ per claim and ~~(\$—four million dollars (\$4,000,000.00 )~~ in the aggregate.

...

§ 2.5.8 ~~The Architect shall provide certificates of insurance~~ Before beginning work, the Architect shall provide copies of the insurance policies and endorsements to the Owner that evidence compliance with the requirements in this Section 2.5.

...

§ 3.1 The Architect's Basic Services consist of those described in this Article 3 and include usual and customary structural, mechanical, ~~and electrical-electrical, plumbing, and civil engineering~~ services. Services not set forth in this Article 3 are Supplemental or Additional Services.

...

§ 3.1.3 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion ~~of the Work as set forth in the Initial Information, and Final Completion of the Work.~~ The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having

jurisdiction over the Project. ~~Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's~~ With the Owner's written approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

...

§ 3.1.5 The Architect shall contact governmental authorities required to approve the Construction Documents and entities providing utility services to the Project. The Architect shall respond to and comply with applicable design requirements imposed by those authorities and entities.

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§ 3.2.1 ~~The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.~~ Schematic Design is in general conformance with Exhibit A (Basis of Design), which has been reviewed and approved by the Owner.

§ 3.2.2 ~~The Architect shall prepare a preliminary evaluation of the Owner's program, schedule, budget for the Cost of the Work, Project site, the proposed procurement and delivery method, and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.~~

§ 3.2.3 ~~The Architect shall present its preliminary evaluation to the Owner and shall discuss with the Owner alternative approaches to design and construction of the Project. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.~~

§ 3.2.4 Based on the Project requirements agreed upon with the Owner, the Architect shall prepare and present, for the Owner's approval, a preliminary design illustrating the scale and relationship of the Project components. The Architect stipulates and agrees that the Owner has no duty to discover any design errors or omissions in the Drawings, Plans, Specifications, and other Construction Documents and has no duty to notify Architect of same. By entering into the Contract Documents, or any agreement with any Architect, Owner does not warrant the adequacy and accuracy of any Drawings, Plans, Specifications, or other Construction Documents.

§ 3.2.5 Based on the Owner's written approval of the preliminary design, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital representations. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

...

§ 3.2.7 The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's written approval.

...

§ 3.3.3 The Architect shall submit the Design Development Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's written approval.

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§ 3.4.5 The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's written approval.

...

§ 3.5.2.1 Bidding Documents shall consist of bidding requirements and proposed Contract Documents. ~~Documents and shall be compliant with applicable laws.~~

...

§ 3.5.2.3 If the Bidding Documents permit substitutions, upon the Owner's written authorization, the Architect ~~shall, as an Additional Service,~~ shall consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective bidders.

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§ 3.5.3.3 If the Proposal Documents permit substitutions, upon the Owner's written authorization, the Architect ~~shall, as an Additional Service,~~ shall consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective contractors.

...

§ 3.6.1.1 The Architect shall provide administration of the Contract between the Owner and the Contractor as set forth below and in AIA Document A201™-2017, General Conditions of the Contract for Construction. If the Owner and Contractor modify AIA Document A201-2017, those modifications shall not affect the Architect's services under this Agreement unless the Owner and the Architect amend this ~~Agreement.~~ Agreement in writing.

§ 3.6.1.2 The Architect shall advise and consult with the Owner during the Construction Phase Services. The Architect shall have authority to act on behalf of the Owner only to the extent provided in this Agreement. The Architect shall not have control over, charge of, or responsibility for the construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work, nor shall the Architect be responsible for the Contractor's failure to perform the Work in accordance with the requirements of the Contract Documents. The Architect shall be responsible for the ~~Architect's~~ Architect's, its agents, employees, or representatives' negligent acts or omissions, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

...

§ 3.6.2.1 The Architect shall visit the site at intervals appropriate to the stage of construction, or as otherwise required in Section 4.2.3, to become generally familiar with the progress and quality of the portion of the Work completed, and to determine, in general, if the Work observed is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. The Architect shall visit the construction site at critical points of construction such as those affecting structural integrity. However, the Architect shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. On the basis of the site visits, the Architect shall keep the Owner reasonably informed about the progress and quality of the portion of the Work completed, and promptly report to the Owner in writing (1) known deviations from the Contract Documents, (2) known deviations from the most recent construction schedule submitted by the Contractor, and (3) defects and deficiencies observed in the Work.

§ 3.6.2.2 The Architect has the authority to reject Work that does not conform to the Contract Documents. If the Architect rejects Work under this paragraph, the Architect shall provide written notice to the Owner within three (3) business days. Whenever the Architect considers it necessary or advisable, the Architect shall have the authority to require inspection or testing of the Work in accordance with the provisions of the Contract Documents, whether or not the Work is fabricated, installed or completed. However, neither this authority of the Architect nor a decision made in good faith either to exercise or not to exercise such authority shall give rise to a duty or responsibility of the Architect to the Contractor, Subcontractors, suppliers, their agents or employees, or other persons or entities performing portions of the Work.

...

§ 3.6.2.4 Interpretations and decisions of the Architect shall be consistent with the intent of, and reasonably inferable from, the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and decisions, the Architect shall endeavor to secure faithful performance by ~~both Owner and Contractor,~~ shall not

~~show partiality to either, and shall not be liable for results of interpretations or decisions rendered in good faith. The Architect's Owner's decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents.~~final.

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§ 3.6.3.1 The Architect shall review and certify the amounts due the Contractor and shall issue certificates in such amounts. The Architect's certification for payment shall constitute a representation to the Owner, based on the Architect's evaluation of the Work as provided in Section 3.6.2 and on the data comprising the Contractor's Application for Payment, ~~that, to the best of the Architect's knowledge, information and belief, that~~ the Work has progressed to the point indicated, the quality of the Work is in accordance with the Contract Documents, and that the Contractor is entitled to payment in the amount certified. The foregoing representations are subject to (1) an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) results of subsequent tests and inspections, (3) correction of minor deviations from the Contract Documents prior to completion, and (4) specific qualifications expressed in writing by the Architect.

§ 3.6.3.2 The issuance of a Certificate for Payment shall not be a representation that the Architect has (1) made exhaustive or continuous on-site inspections to check the quality or quantity of the Work, (2) reviewed construction means, methods, techniques, sequences or procedures, (3) reviewed copies of requisitions received from Subcontractors and suppliers and other data requested by the Owner to substantiate the Contractor's right to payment, or (4) ascertained how or for what purpose the Contractor has used money previously paid on account of the Contract Sum. However, the Architect shall verify the representations made and documents submitted by the Contractor as to the progress of the Work.

§ 3.6.3.3 ~~The Architect shall maintain a record of the Applications and Certificates for Payment.~~Owner shall have the authority to withhold payment from the Contractor or Architect if there is a dispute regarding the amount of money owed to the Contractor or Architect. The Owner may withhold liquidated damages from payment applications throughout the construction process.

§ 3.6.3.4 The Architect shall maintain a record of the Applications and Certificates for Payment.

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§ 3.6.5.1 The Architect may order minor changes in the Work that are consistent with the intent of the Contract Documents and do not involve an adjustment in the Contract Sum or an extension of the Contract Time. Subject to Section 4.2, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's written approval and execution in accordance with the Contract Documents.

...

- .4 issue a final Certificate for Payment based upon a final inspection indicating ~~that, to the best of the Architect's knowledge, information, and belief, that~~ the Work complies with the requirements of the Contract Documents.

...

§ 3.6.6.3 ~~When Substantial-Final~~ Completion has been achieved, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

...

§ 3.6.6.5 Upon request of the Owner, and prior to the expiration of one year from the date of ~~Substantial-Final~~ Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner to review the facility operations and performance.

...

§ 4.1.1 The services listed below ~~are not included in Basic Services~~ but may be required for the Project. The Architect shall provide the listed Supplemental Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 11.2. Unless otherwise specifically addressed in this Agreement, if neither the Owner nor the Architect is designated, the parties agree that the listed Supplemental Service is not being provided for the Project.

...

|            |                                                                      |                                                                                                                                                                    |
|------------|----------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| § 4.1.1.1  | Programming                                                          | <u>N/A/ Owner Provided</u>                                                                                                                                         |
| § 4.1.1.2  | Multiple preliminary designs                                         | <u>Not Provided</u>                                                                                                                                                |
| § 4.1.1.3  | Measured drawings                                                    | <u>Owner</u>                                                                                                                                                       |
| § 4.1.1.4  | Existing facilities surveys                                          | <u>Owner</u>                                                                                                                                                       |
| § 4.1.1.5  | Site evaluation and planning                                         | <u>Owner</u>                                                                                                                                                       |
| § 4.1.1.6  | Building Information Model management responsibilities               | <u>Architect (included in Basic Services)</u>                                                                                                                      |
| § 4.1.1.7  | Development of Building Information Models for post construction use | <u>N/A</u>                                                                                                                                                         |
| § 4.1.1.8  | Civil engineering                                                    | <u>Architect (included in Basic Services)</u>                                                                                                                      |
| § 4.1.1.9  | Landscape design                                                     | <u>Not Provided</u>                                                                                                                                                |
| § 4.1.1.10 | Architectural interior design                                        | <u>Architect (Article 12, paragraph 12.2)</u>                                                                                                                      |
| § 4.1.1.11 | Value analysis                                                       | <u>Not Provided</u>                                                                                                                                                |
| § 4.1.1.12 | Detailed cost estimating beyond that required in Section 6.3         | <u>Contractor</u>                                                                                                                                                  |
| § 4.1.1.13 | On-site project representation                                       | <u>Architect (included in Basic Services, Article 3, paragraph 3.6.2.1)</u>                                                                                        |
| § 4.1.1.14 | Conformed documents for construction                                 | <u>Contractor</u>                                                                                                                                                  |
| § 4.1.1.15 | As-designed record drawings                                          | <u>Contractor</u>                                                                                                                                                  |
| § 4.1.1.16 | As-constructed record drawings                                       | <u>Contractor</u>                                                                                                                                                  |
| § 4.1.1.17 | Post-occupancy evaluation                                            | <u>Not Provided</u>                                                                                                                                                |
| § 4.1.1.18 | Facility support services                                            | <u>Not Provided</u>                                                                                                                                                |
| § 4.1.1.19 | Tenant-related services                                              | <u>Not Provided</u>                                                                                                                                                |
| § 4.1.1.20 | Architect's coordination of the Owner's consultants                  | <u>Architect will meet with Owner's consultants and vendors to obtain information for inclusion in Architect's Contract Documents (included in Basic Services)</u> |
| § 4.1.1.21 | Telecommunications/data design                                       | <u>Owner</u>                                                                                                                                                       |
| § 4.1.1.22 | Security evaluation and planning                                     | <u>Owner</u>                                                                                                                                                       |
| § 4.1.1.23 | Commissioning                                                        | <u>Not Provided</u>                                                                                                                                                |
| § 4.1.1.24 | Sustainable Project Services pursuant to Section 4.1.3               | <u>Not Provided</u>                                                                                                                                                |
| § 4.1.1.25 | Fast-track design services                                           | <u>Not Provided</u>                                                                                                                                                |
| § 4.1.1.26 | Multiple bid packages                                                | <u>Not Provided</u>                                                                                                                                                |
| § 4.1.1.27 | Historic preservation                                                | <u>Not Provided</u>                                                                                                                                                |
| § 4.1.1.28 | Furniture, furnishings, and equipment design                         | <u>Architect</u>                                                                                                                                                   |
| § 4.1.1.29 | Other services provided by specialty Consultants                     | <u>Architect (for an additional fee)</u>                                                                                                                           |
| § 4.1.1.30 | Other Supplemental Services                                          | <u>Architect (for an additional fee)</u>                                                                                                                           |
|            |                                                                      |                                                                                                                                                                    |

#### **§ 4.1.2 Description of Supplemental Services**

**§ 4.1.2.1** A description of each Supplemental Service identified in Section 4.1.1 as the Architect's responsibility is provided below.

*(Describe in detail the Architect's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit. The AIA publishes a number of Standard Form of Architect's Services documents that can be included as an exhibit to describe the Architect's Supplemental Services.)*

**§ 4.1.2.2** A description of each Supplemental Service identified in Section 4.1.1 as the Owner's responsibility is provided below.

*(Describe in detail the Owner's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit.)*

**§ 4.1.3** If the Owner identified a Sustainable Objective in Article 1, the Architect shall provide, as a Supplemental Service, the Sustainability Services required in AIA Document E204™ 2017, Sustainable Projects Exhibit, attached to this Agreement. The Owner shall compensate the Architect as provided in Section 11.2.

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**§ 4.2.1** Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following Additional Services until the Architect receives the Owner's written authorization:

- .1 — Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 — Services necessitated by the enactment or revision of codes, laws, or regulations, including changing or editing previously prepared Instruments of Service;
- .3 — Changing or editing previously prepared Instruments of Service necessitated by official interpretations of applicable codes, laws or regulations that are either (a) contrary to specific interpretations by the applicable authorities having jurisdiction made prior to the issuance of the building permit, or (b) contrary to requirements of the Instruments of Service when those Instruments of Service were prepared in accordance with the applicable standard of care;
- .4 — Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- .5 — Preparing digital models or other design documentation for transmission to the Owner's consultants and contractors, or to other Owner authorized recipients;
- .6 — Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 — Preparation for, and attendance at, a public presentation, meeting or hearing;
- .8 — Preparation for, and attendance at, a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 — Evaluation of the qualifications of entities providing bids or proposals;
- .10 — Consultation concerning replacement of Work resulting from fire or other cause during construction; or;
- .11 — Assistance to the Initial Decision Maker, if other than the Architect, Telecommunications/data and Security (re: 4.1.20 and 4.1.21): Architect will take information provided by Owner's vendors and design necessary components in the normal architectural work.

**§ 4.2.2** To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner with reasonable promptness, Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner in writing within five (5) business days and explain the facts and circumstances giving rise to the need. If, upon receipt of the Architect's notice, the Owner determines that all or parts of the services are not required, the Owner shall give prompt written notice to the Architect of the Owner's determination. The Owner shall compensate the Architect for the services provided prior to the Architect's receipt of the Owner's notice.

~~.4~~ Reviewing a Contractor's submittal out of sequence from the submittal schedule approved by the Architect; The Architect shall not proceed to provide the following Additional Services until the Architect receives the Owner's written authorization:

- ~~.1~~ Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- ~~.2~~ Services necessitated by the enactment or revision of codes, laws, or regulations, including changing or editing previously prepared Instruments of Service;
- ~~.2~~ Responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;
- ~~.3~~ Changing or editing previously prepared Instruments of Service necessitated by official interpretations of applicable codes, laws or regulations that are either (a) contrary to specific interpretations by the applicable authorities having jurisdiction made prior to the issuance of the building permit, or (b) contrary to requirements of the Instruments of Service when those Instruments of Service were prepared in accordance with the applicable standard of care;
- ~~.4~~ Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- ~~.3~~ Preparing Change Orders and Construction Change Directives that require evaluation of Contractor's proposals and supporting data, or the preparation or revision of Instruments of Service;
- ~~.5~~ Preparing digital models or other design documentation for transmission to the Owner's consultants and contractors, or to other Owner-authorized recipients;
- ~~.6~~ Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- ~~.7~~ Preparation for, and attendance at, a public presentation, meeting or hearing;
- ~~.8~~ Preparation for, and attendance at, a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- ~~.9~~ Evaluation of the qualifications of entities providing bids or proposals;
- ~~.4~~ Evaluating an extensive number of Claims as the Initial Decision Maker; or,
- ~~.5~~ Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom;
- ~~.10~~ Consultation concerning replacement of Work resulting from fire or other cause during construction; or,
- ~~.11~~ Assistance to the Initial Decision Maker, if other than the Architect.

**§ 4.2.3** The Architect shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner. To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner in writing within five (5) business days and explain the facts and circumstances giving rise to the need. If, upon receipt of the Architect's notice, the Owner determines that all or parts of the services are not required, the Owner shall give prompt written notice to the Architect of the Owner's determination. The Architect shall not proceed unless it has written authorization from the Owner or its representative.

- ~~.1~~ ( ) reviews of each Shop Drawing, Product Data item, sample and similar submittals of the Contractor Reviewing a Contractor's submittal out of sequence from the submittal schedule approved by the Architect;
- ~~.2~~ ( ) visits to the site by the Architect during construction
- ~~.3~~ ( ) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents Responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;
- ~~.3~~ Preparing Change Orders and Construction Change Directives that require evaluation of Contractor's proposals and supporting data, or the preparation or revision of Instruments of Service;
- ~~.4~~ ( ) inspections for any portion of the Work to determine final completion. Evaluating an extensive number of Claims as the Initial Decision Maker; or,
- ~~.5~~ Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom.

~~§ 4.2.4 Except for services required under Section 3.6.6.5 and those services that do not exceed the limits set forth in Section 4.2.3, Construction Phase Services provided more than 60 days after (1) the date of Substantial Completion of the Work or (2) the initial date of Substantial Completion identified in the agreement between the Owner and Contractor, whichever is earlier, shall be compensated as Additional Services to the extent the Architect incurs additional cost in providing those Construction Phase Services. The Architect shall provide Construction Phase Services exceeding the limits set forth below as Additional Services. When the limits below are reached, the Architect shall notify the Owner in writing:~~

- ~~.1 Two ( 2 ) reviews of each Shop Drawing, Product Data item, sample and similar submittals of the Contractor~~
- ~~.2 Every two (2) weeks visits to the site by the Architect during construction~~
- ~~.3 Two ( 2 ) inspections for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents~~
- ~~.4 One ( 1 ) inspections for any portion of the Work to determine final completion.~~

~~§ 4.2.5 If the services covered by this Agreement have not been completed within ( — ) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services. Except for services required under Section 3.6.6.5 and those services that do not exceed the limits set forth in Section 4.2.3, Construction Phase Services provided more than 60 days after (1) the date of Final Completion of the Work or (2) the initial date of Final Completion identified in the agreement between the Owner and Contractor, whichever is earlier, shall be compensated as Additional Services to the extent the Architect incurs additional cost in providing those Construction Phase Services.~~

~~§ 4.2.6 If the services covered by this Agreement have not been completed within twenty-four ( 24 ) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.~~

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§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program, which shall set forth the Owner's objectives; schedule; constraints and criteria, including space requirements and relationships; flexibility; expandability; special equipment; systems; and site requirements.

§ 5.2 The Owner shall ~~establish estimate~~ the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. The Owner shall ~~may~~ update the Owner's budget for the Project as necessary throughout the duration of the Project until final completion. ~~Architect recognizes and understands that Owner is a governmental entity subject to unique budgetary constraints.~~ If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall ~~will endeavor to~~ render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services. ~~However, Architect recognizes that Owner is a governmental entity, and decisions are made through its governing body at regularly scheduled meetings.~~

§ 5.4 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions, and other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark. ~~Other than the metes and bounds noted in the survey, if any, Owner does not guaranty the accuracy of surveys provided, including the locations of utility lines, cables, pipes, or pipelines, or the presence of absence of easements.~~ The Owner will provide an updated signed and sealed topographic survey which accurately locates

existing development including but not limited to structures and site improvements including pavement and existing underground utilities for connection and tie-ins to support the new vehicle maintenance garage.

...

~~§ 5.7 If the Owner identified a Sustainable Objective in Article 1, the Owner shall fulfill its responsibilities as required in AIA Document E204™ 2017, Sustainable Projects Exhibit, attached to this Agreement. Intentionally deleted.~~

§ 5.8 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's written request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated as the responsibility of the Architect in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services in writing and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants and contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

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§ 5.10 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and ~~interests-interests, with the exception of the insurance required to be provided by Architect or Contractor.~~

...

§ 5.12 The Owner shall endeavor to include the Architect in all communications with the Contractor that relate to or affect the Architect's services or professional responsibilities. The Owner shall endeavor to promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect.

...

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work ~~also includes the reasonable value of labor, materials, and equipment, donated to, or otherwise furnished by, the Owner. The Cost of the Work~~ does not include the compensation of the Architect; the costs of the land, rights-of-way, financing, or contingencies for changes in the Work; or other costs that are the responsibility of the Owner.

...

§ 6.2.1 Where the Architect's compensation is based on a percentage of the Cost of the Work, such compensation is subject to modification per paragraph 11.6 as the Cost of the Work is adjusted.

§ 6.4 If, through no fault of the Architect, the Procurement Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, the ~~Owner's~~ Owner may adjust its budget for the Cost of the Work ~~shall be adjusted~~ to reflect changes in the general level of prices in the applicable construction market.

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality, or budget for the Cost of the Work, ~~and the Owner shall cooperate with the Architect in making such adjustments. Work.~~ Any adjustment to the budget is at Owner's sole discretion.

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.1 ~~give written approval of~~ consider approving an increase in the budget for the Cost of the Work;

...

§ 6.7 If the Owner chooses to proceed under Section 6.6.4, the Architect shall modify the Construction Documents as necessary to comply with the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services, or the budget as adjusted under Section 6.6.1. If the Owner requires the Architect to modify the Construction Documents because the lowest bona fide bid or negotiated proposal exceeds the Owner's budget for the Cost of the Work ~~due to market conditions the Architect could not reasonably anticipate, the Owner shall compensate the Architect for the modifications as an Additional Service pursuant to Section 11.3; otherwise~~ Work, the Architect's services for modifying the Construction Documents shall be without additional compensation. In any event, the Architect's modification of the Construction Documents shall be the limit of the Architect's responsibility under this Article 6.

...

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project. If the Owner and Architect intend to transmit Instructions of Services or any other information or documentation in digital form, they shall endeavor to establish necessary protocols governing such transmissions. Copyrighted materials shall be clearly marked.

§ 7.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants. However, Architect recognizes and understands that Owner is a governmental body subject to the requirements of the Texas Government Code, Chapter 552, the Public Information Act.

§ 7.3 The Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, ~~altering, altering, repairing, remodeling,~~ and adding to the Project, provided that the Owner substantially performs its obligations under this Agreement, including prompt payment of all sums due pursuant to Article 9 and Article 11. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service, subject to any protocols established pursuant to Section 1.3, solely and exclusively for use in performing services or construction for the Project. ~~If the Architect rightfully terminates this Agreement for cause as provided in Section 9.4, the license granted in this Section 7.3 shall terminate.~~

~~§ 7.3.1 In the event the Owner uses the Instruments of Service without retaining the authors of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 7.3.1. The terms of this Section 7.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 9.4.~~ Intentionally deleted.

§ 7.4 Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants, unless the liability arises from a design defect attributable to Architect or Architect's consultants.

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§ 8.1.1 The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding dispute resolution method selected in this Agreement and within the period specified by applicable law, ~~but in any case not more than 10 years after the date of Substantial Completion of the Work.~~ law. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

...

**§ 8.2.2** The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of this Agreement. A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

**§ 8.2.3** The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, Waller County, Texas, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

...

[ ☒ ] Litigation in a court of competent jurisdiction

...

### **§ 8.3 Arbitration**

**§ 8.3.1** If the parties have selected arbitration as the method for binding dispute resolution in this Agreement, any claim, dispute or other matter in question arising out of or related to this Agreement subject to, but not resolved by, mediation shall be subject to arbitration, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the date of this Agreement. A demand for arbitration shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the arbitration.

**§ 8.3.1.1** A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the claim, dispute or other matter in question would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the claim, dispute or other matter in question.

**§ 8.3.2** The foregoing agreement to arbitrate, and other agreements to arbitrate with an additional person or entity duly consented to by parties to this Agreement, shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.

**§ 8.3.3** The award rendered by the arbitrator(s) shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

### **§ 8.3.4 Consolidation or Joinder**

**§ 8.3.4.1** Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

**§ 8.3.4.2** Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

~~§ 8.3.4.3 The Owner and Architect grant to any person or entity made a party to an arbitration conducted under this Section 8.3, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Architect under this Agreement.~~

~~§ 8.4 The provisions of this Article 8 shall survive the termination of this Agreement.~~

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to terminate this Agreement, the license granted in Article 7 shall survive termination. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Architect all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules ~~shall be equitably adjusted.~~may be equitably adjusted if mutually agreed to in writing.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. ~~When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services.~~ The Architect's fees for the remaining services and the time schedules ~~shall be equitably adjusted.~~may be equitably adjusted if mutually agreed to in writing.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written ~~notice.~~notice, but may not terminate the license granted in Article 7. In the event of suspension, Owner shall have no liability to the Architect for delay or damage caused by the suspension.

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§ 9.6 If the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall compensate the Architect for services performed prior to ~~termination, Reimbursable Expenses incurred, and costs attributable to termination, including the costs attributable to the Architect's termination of consultant agreements.~~written notice of termination, and Reimbursable Expenses already incurred.

...

Zero (\$0.00).

...

Five thousand dollars (\$5,000.00).

§ 9.8 Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of ~~Substantial~~Final Completion.

...

§ 10.1 This Agreement shall be governed by the law of the ~~place where the Project is located,~~State of Texas, excluding that jurisdiction's choice of law rules. ~~If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3 rules, and venue shall lie in the district courts of Waller County, Texas.~~

§ 10.2 ~~Terms~~Except where defined in this Agreement, terms in this Agreement shall have the same meaning as those in AIA Document A201-2017, General Conditions of the Contract for Construction.

§ 10.3 ~~The Owner and Architect, respectively, bind themselves, their~~Architect binds itself, its agents, successors, assigns, and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement

without the written consent of the other, ~~except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement, including any payments due to the Architect by the Owner prior to the assignment.~~other.

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§ 10.6 ~~Unless otherwise required in this Agreement, the~~ The Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site-site, unless an injury occurs as the result of the Architect's direction concerning the substance.

...

§ 10.8 If the Architect or Owner receives information specifically designated by the other party as "confidential" or "business proprietary," to the extent allowed by law, the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except as set forth in Section 10.8.1. ~~This Section 10.8 shall survive the termination of this Agreement to~~ (1) its employees, (2) those who need to know the content of such information in order to perform services or construction solely and exclusively for the Project, or (3) its consultants and contractors whose contracts include similar restrictions on the use of confidential information. All confidential materials shall be clearly marked as such. Architect recognizes that Owner is a governmental entity subject to Texas Government Code, Chapter 552, the Public Information Act. The final decision as to what information must be disclosed pursuant to the Public Information Act lies with the Texas Attorney General. Owner shall have the right to rely on the advice, decisions, and opinions of the Texas Attorney General, and shall have no liability or obligation to Architect or Contractor for disclosure to the public in reliance on any advice, decision, or opinion of the Texas Attorney General.

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Forty-seven thousand five hundred dollars (\$47,500.00).

...

~~( ) % of the Owner's budget for the Cost of the Work, as calculated in accordance with Section 11.6.~~ Intentionally left blank.

...

Intentionally left blank.

...

As agreed upon when the need is identified.

...

As agreed upon when the need is identified.

§ 11.4 Compensation for Supplemental and Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus ten percent ( %), 10%), or as follows:

...

|                                                     |                    |           |           |    |
|-----------------------------------------------------|--------------------|-----------|-----------|----|
| <u>Schematic Programming/Schematic Design Phase</u> | <u>Twenty</u>      | percent ( | <u>20</u> | %) |
| <u>Design Development Phase</u>                     | <u>Twenty-Five</u> | percent ( | <u>25</u> | %) |
| <u>Construction Documents Phase</u>                 | <u>Thirty-Five</u> | percent ( | <u>35</u> | %) |
| <u>Procurement Phase</u>                            | <u>Five</u>        | percent ( | <u>5</u>  | %) |
| <u>Construction Phase</u>                           | <u>Fifteen</u>     | percent ( | <u>15</u> | %) |

...

**§ 11.6** When compensation identified in Section 11.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by the Owner's most recent budget for the Cost of the Work. Compensation paid in previous progress payments shall not be adjusted based on subsequent updates to the Owner's budget for the Cost of the Work. is based on a percentage of the Cost of the Work and any portions of the Project are deleted or otherwise not constructed for any reason including a reduction in the budget which is indicated in paragraph 1.1 or approved at the conclusion of any Phase, compensation for those portions of the Project shall be payable to the extent services are actually performed on those portions in accordance with the Agreement, and in accordance with the schedule set forth in Section 11.5 based on (1) the lowest bona fide bid or negotiated proposal, or (2) if no such bid or proposal is received, the most recent estimate of the Cost of the Work for such portions of the Project. The Architect shall be entitled to compensation based on the percentages identified in §11.5 upon completion of the applicable phase. Compensation shall be in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced. In no event will the Architect receive payment for services not performed.

**§ 11.6.1** When compensation is on a percentage basis and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced. In no event will the Architect receive payment for services not performed.

**§ 11.7** The hourly billing rates for services of the Architect and the Architect's consultants are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices.

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See Exhibit B.

...

- ~~.6 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner;~~
- ~~.7 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project;~~
- ~~.8 If required by the Owner, and with the Owner's prior written approval, the Architect's consultants' expenses of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits in excess of that normally maintained by the Architect's consultants;~~
- ~~.9 All taxes levied on professional services and on reimbursable expenses;~~
- ~~.10 Site office expenses;~~
- ~~.11 Registration fees and any other fees charged by the Certifying Authority or by other entities as necessary to achieve the Sustainable Objective; and,~~
- ~~.12 Other similar Project-related expenditures.~~ expenditures when first submitted in writing to and approved by Owner.

**§ 11.8.2** For Reimbursable Expenses the compensation shall be the expenses incurred by the Architect and the Architect's consultants plus ten percent ( 10 %) of the expenses incurred.

**§ 11.8.3** Charges for Reimbursable Expenses, including the ten percent (10%) mark-up for administrative costs, shall not be charged unless approved by the Owner in writing prior to the cost being incurred.

**§ 11.8.4** Travel expenses shall be reimbursed in accordance with the "Waller County Policy on Travel."

**§ 11.9 Architect's Insurance.** If the types and limits of coverage required in Section 2.5 are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect for the additional costs incurred by the Architect for the additional coverages as set forth below:

(Insert the additional coverages the Architect is required to obtain in order to satisfy the requirements set forth in Section 2.5, and for which the Owner shall reimburse the Architect.)

Intentionally left blank.

...

§ 11.10.1.1 An initial payment of (~~\$—zero (\$0.00)~~) shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

~~§ 11.10.1.2 If a Sustainability Certification is part of the Sustainable Objective, an initial payment to the Architect of (\$—) shall be made upon execution of this Agreement for registration fees and other fees payable to the Certifying Authority and necessary to achieve the Sustainability Certification. The Architect's payments to the Certifying Authority shall be credited to the Owner's account at the time the expense is incurred.~~

§ 11.10.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid (~~( )~~) days after the invoice date after receipt by the Waller County Auditor, and Owner's acceptance of work performed by Architect. Any invoice which cannot be verified by the contract price or is otherwise incorrect shall be returned to Architect for correction. Owner's obligation to pay Architect is subject to the laws of the State of Texas, which prohibit the obligation and expenditure of public funds beyond the fiscal year for which a budget has been approved. Amounts unpaid sixty ( 60 ) days after the payment is due shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.

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~~%—4 % per annum~~

§ 11.10.2.2 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work, unless the Architect agrees or except in accordance with the terms of this Agreement or unless the Architect has been found liable for the amounts in a binding dispute resolution proceeding.

§ 11.10.2.3 Records of Reimbursable Expenses, expenses pertaining to Supplemental and Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times upon request.

...

12.1 Civil engineering services shall be included in the Architect's services and are included in the Percentage Basis fee.

12.2 As part of Basic Services, the Architect shall include selection and specification of interior finish materials and colors, for built-in items only.

12.3 The Owner's responsibilities include paying for surveys, soils testing, construction testing, utility commitments, permits and permit runners, assessments, and so forth. The Owner also provides information pertaining to Owner-provided equipment.

12.4 The Architect does not include any environmental assessments related to wetlands or any other issues, and does not include any services related to any actual or potential hazardous or toxic materials of any kind including asbestos, PCB's, mold, etc. Should the Owner suspect that any such issues affect the site, the Owner shall engage consultants appropriately and advise the Architect if the Architect's services could be affected.

...

~~.2—Building Information Modeling Exhibit, if completed:~~  
N/A

...

[ X ] Other Exhibits incorporated into this Agreement:

...

Exhibit A: Schematic Design (Basis of Design)

Exhibit B: Schedule of Hourly Rates

<sup>4</sup> ~~Other documents:~~

~~(List other documents, if any, forming part of the Agreement.)~~ The Texas Board of Architectural Examiners has jurisdiction over complaints regarding the professional practices of persons registered as architects in Texas. They may be reached at:

Texas Board of Architectural Examiners

P.O. Box 13179

Austin, Texas 78711-3179

512-305-9000

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**LDDBlueline, LLC**

...

Jack Dura, AIA Vice President

...

**ARCHITECT (Signature)**

Randall S. Seitz, AIA President

(Printed name, title, and license number, if required)

## **Certification of Document's Authenticity**

**AIA® Document D401™ – 2003**

I, , hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 13:23:00 ET on 03/03/2025 under Order No. 4104243138 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document B101™ – 2017, Standard Form of Agreement Between Owner and Architect, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

VICE PRESIDENT

(Title)

(Dated)