



AIA[®] Document B101[™] – 2007

Standard Form of Agreement Between Owner and Architect

AGREEMENT made as of the day of in the year
(In words, indicate day, month and year.)

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

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

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

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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EXHIBIT A INITIAL INFORMATION

ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Article 1 and in optional Exhibit A, Initial Information:

(Complete Exhibit A, Initial Information, and incorporate it into the Agreement at Section 13.2, or state below Initial Information such as details of the Project's site and program, Owner's contractors and consultants, Architect's consultants, Owner's budget for the Cost of the Work, authorized representatives, anticipated procurement method, and other information relevant to the Project.)

§ 1.2 The Owner's anticipated dates for commencement of construction and Substantial Completion of the Work are set forth below:

.1 Commencement of construction date:

.2 Substantial Completion date:

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

As described in Exhibit A.

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ARTICLE 2 ARCHITECT'S RESPONSIBILITIES

§ 2.1 The Architect shall provide the professional services as set forth in this Agreement.

§ 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 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 for the duration of this Agreement:

(Identify types and limits of insurance coverage, and other insurance requirements applicable to the Agreement, if any.)

.1 General Liability

The Consultant shall maintain in force for the duration of this agreement a Commercial General Liability, Automobile Liability (owned, non-owned, and hired) insurance policy written on the occurrence basis with limits not less than \$2,000,000 per occurrence and \$3,000,000 in the aggregate. The District, its employees, officials and agents shall be named as an additional insured on the General Liability Policy as respects to work or services performed under this agreement. This insurance will be primary over any insurance the District may carry on its own.

.2 Workers' Compensation

The Consultant shall provide and maintain workers' compensation coverage for its employees, officers, agents, or partners, as required by applicable workers' compensation laws.

.3 Professional Liability

Architectural firms shall provide and maintain professional errors and omissions coverage of no less than \$2,000,000 per occurrence and \$4,000,000 in the aggregate. Architect shall maintain the professional liability insurance coverage for at least one year after substantial completion of the work.

.4 Evidence of Coverage

Evidence of the above coverages issued by a company satisfactory to the District shall be provided to The District by way of a certificate of insurance before any work or services commence. It is the Architect's obligation to provide 30 days notice of cancellation or material change in coverage if not done so by the Architect's insurance company(s). Failure to maintain the proper insurance shall be grounds for immediate termination of this Agreement.

.5 Equipment and Material

The Architect shall be responsible for any loss, damage or destruction of its own property, equipment, and materials used in conjunction with the work.

.6 Subconsultants

The Architect shall require all subconsultants to provide and maintain general liability, auto liability, and workers' compensation insurance with coverages equivalent to those required of the Architect in

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this Agreement. The Architect shall require certificates of insurance from all subconsultants as evidence of coverage

The Architect shall require all subconsultants to provide and maintain professional errors and omissions coverage of no less than \$500,000 per occurrence and \$1,000,000 in aggregate. The Architect shall require certificates of insurance from all subconsultants as evidence of coverage.

.7 Exceptions or Waivers

Any exception or waiver of these requirements shall be subject to review and written approval from the Eugene School District Risk Manager.

ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

§ 3.1 The Architect's Basic Services consist of those described in Article 3 and any other services identified in Article 12 as part of Basic Services and includes normal structural, mechanical and electrical engineering services and as required for the project, civil engineering, acoustics engineering, low-voltage and network design engineering and landscape architecture (including design of irrigation systems, if required.).

§ 3.1.1 The Architect shall manage the Architect's services, consult with the Owner, 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 the accuracy and completeness 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 of the Work as set forth in the Initial Information. 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 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 made without the Architect's approval.

§ 3.1.5 The Architect shall, at appropriate times, contact the governmental authorities required to approve the Construction Documents and the entities providing utility services to the Project. In designing the Project, the Architect shall respond to applicable design requirements imposed by such governmental authorities and by such entities providing utility services.

§ 3.1.6 The Architect shall submit documents required for the approval of governmental authorities having jurisdiction over the Project. Fees for plan check, building permit and systems development charges will be paid by the Owner.

§ 3.2 SCHEMATIC DESIGN PHASE SERVICES

§ 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.

§ 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, and the proposed procurement or 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

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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, including the feasibility of incorporating environmentally responsible design approaches. The Architect shall reach an understanding with the Owner regarding the requirements of the Project.

§ 3.2.4 Based on the Project's 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.

§ 3.2.5 Based on the Owner's 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 modeling. 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 environmentally responsible 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 other environmentally responsible design services under Article 4.

§ 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 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 such other elements as may be appropriate. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish in general their quality levels. The Architect shall provide the Owner with site plans, building plans, sections, elevations, details and layout of all major equipment including HVAC, building plans identifying Building Code analysis assumptions, individual room occupant loads and exiting paths.

§ 3.3.2 The Architect shall update the estimate of the Cost of the Work.

§ 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 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 of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that in order to construct the Work the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals,

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which the Architect shall review in accordance with Section 3.6.4. The Architect shall provide building plans identifying Building Code analysis assumptions, individual room occupant loads and exiting paths.

- .1 Provide the Owner with a minimum of two 'check sets' of documents at the following stages of progress. The Owner shall have the number of business days indicated to provide written response

to the Architect addressing Owner concerns. The Architect shall review and respond to the Owner's comments, in writing, indicating the action taken by the Architect to address each issue/item:

End of Schematic Design	days
50% Design Development	days
100% Design Development	days
Construction Documents - 75%	days
Construction Documents - 95%	days

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

§ 3.4.3 During the development of the Construction Documents, the Architect shall assist the Owner in the development and preparation of (1) bidding and 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.

§ 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 approval.

§ 3.5 BIDDING OR NEGOTIATION 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.

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

- .1 procuring the reproduction of Bidding Documents for distribution to prospective bidders;
- .2 distributing the Bidding Documents to prospective bidders, requesting their return upon completion of the bidding process, and maintaining a log of distribution and retrieval and of the amounts of deposits, if any, received from and returned to prospective bidders;
- .3 organizing and conducting a pre-bid conference for prospective bidders;
- .4 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to all prospective bidders in the form of addenda; and
- .5 participating with the Owner in the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.

§ 3.5.2.3 The Architect shall consider requests for substitutions, if the Bidding Documents permit substitutions, and in consultation with the Owner, shall 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.

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User Notes:

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- § 3.5.3.2 When requested by the Owner, Architect shall assist the Owner in obtaining proposals by
- .1 procuring the reproduction 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; and
 - .3 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 The Architect shall consider requests for substitutions, if the Proposal Documents permit substitutions, and in consultation with the Owner, shall 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™–2007, General Conditions of the Contract for Construction. If the Owner and Contractor modify AIA Document A201–2007, those modifications shall not affect the Architect’s services under this Agreement unless the Owner and the Architect amend this Agreement.

§ 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 negligent acts or omissions of the Architect, and the Architect’s agents and employees, 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 4.3, the Architect’s responsibility to provide Construction Phase Services commences with the award of the Contract for Construction and terminates after the one-year warranty inspection and punch list.

§ 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 4.3.3, 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. 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 report to the Owner (1) known deviations from the Contract Documents and from the most recent construction schedule submitted by the Contractor, and (2) defects and deficiencies observed in the Work.

- .1 During construction and prior to substantial completion, the architect and associated consultants shall visit the site not less than once every two weeks to become generally familiar with the progress and quality of the Work.
- .2 During construction and prior to substantial completion, the Architect shall attend weekly project meetings and shall prepare and distribute meeting minutes within 2 working days of the meeting. Where possible, distribution shall be by electronic means.

§ 3.6.2.2 The Architect has the authority to reject Work that does not conform to the Contract Documents. 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 such 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, material and equipment suppliers, their agents or employees or other persons or entities performing portions of the Work.

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§ 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 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 shall render initial decisions on claims, disputes or other matters in question between the Owner and Contractor as provided in the Contract Documents. However decisions on matters relating to aesthetic effect shall be made collaboratively between the Owner and the Architect. The final decision shall be the Owner's.

§ 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 A201-2007, 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 promptly 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, the Work has progressed to the point indicated and that the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject (1) to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) to results of subsequent tests and inspections, (3) to correction of minor deviations from the Contract Documents prior to completion, (4) to specific qualifications expressed by the Architect, and (5) to specific qualifications expressed by the Owner's Project Manager.

§ 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 material 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.

§ 3.6.3.3 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. 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 In accordance with the Architect-approved submittal schedule, 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, unless otherwise specifically stated by the Architect, of any 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 be responsible for the adequacy, accuracy and completeness of such performance and design criteria, and for coordination of any design undertaken by the design professional retained by the Contractor in response to such performance and design criteria

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with the overall design of the project. The Architect shall not be responsible for actual design undertaken by the design professional retained by the Contractor or for its adequacy, accuracy, or completeness. The Architect shall review shop drawings and other submittals related to the Work designed or certified by the design professional retained by the Contractor that bear such professional's seal and signature when submitted to the Architect. The Architect shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications and approvals performed or provided by such design professionals.

§ 3.6.4.4 Subject to the provisions of Section 4.3, 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 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 authorize 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 the provisions of Section 4.3, the Architect shall prepare Change Orders and Construction Change Directives for the Owner's 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 conduct inspections to determine the date or dates of Substantial Completion and the date of final completion; issue Certificates of Substantial Completion; receive from the Contractor and forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and assembled by the Contractor; and issue a final Certificate for Payment based upon a final inspection indicating 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 the Work is found to be substantially complete, 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 Substantial Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner and the Contractor to review the facility operations and performance, and conduct a warranty inspection of the work and produce a punch list of deficiencies to be corrected under warranty.

ARTICLE 4 ADDITIONAL SERVICES

§ 4.1 Additional Services listed below are not included in Basic Services but may be required for the Project. The Architect shall provide the listed Additional 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.

(Designate the Additional Services the Architect shall provide in the second column of the table below. In the third column indicate whether the service description is located in Section 4.2 or in an attached exhibit. If in an exhibit, identify the exhibit.)

Additional Services	Responsibility (Architect, Owner or Not Provided)	Location of Service Description (Section 4.2 below or in an exhibit attached to this document and identified below)
§ 4.1.1 Programming		
§ 4.1.2 Multiple preliminary designs		
§ 4.1.3 Measured drawings		
§ 4.1.4 Existing facilities surveys		
§ 4.1.5 Site Evaluation and Planning (B203™–2007)		
§ 4.1.6 Building information modeling		
§ 4.1.7 Civil engineering		
§ 4.1.8 Landscape design		
§ 4.1.9 Architectural Interior Design (B252™–2007)		
§ 4.1.10 Value Analysis (B204™–2007)		
§ 4.1.11 Detailed cost estimating		
§ 4.1.12 On-site project representation		
§ 4.1.13 Conformed construction documents		
§ 4.1.14 As-Designed Record drawings		
§ 4.1.15 As-Constructed Record drawings		
§ 4.1.16 Post occupancy evaluation		
§ 4.1.17 Facility Support Services (B210™–2007)		
§ 4.1.18 Tenant-related services		
§ 4.1.19 Coordination of Owner’s consultants		
§ 4.1.20 Telecommunications/data design		
§ 4.1.21 Security Evaluation and Planning (B206™–2007)		
§ 4.1.22 Commissioning (B211™–2007)		
§ 4.1.23 Extensive environmentally responsible design		
§ 4.1.24 LEED® Certification (B214™–2007)		
§ 4.1.25 Fast-track design services		
§ 4.1.26 Historic Preservation (B205™–2007)		
§ 4.1.27 Furniture, Furnishings, and Equipment Design (B253™–2007)		

§ 4.2 Insert a description of each Additional Service designated in Section 4.1 as the Architect’s responsibility, if not further described in an exhibit attached to this document.

§ 4.3 Additional Services may be provided after execution of this Agreement, without invalidating the Agreement. Except for services required due to the errors, omissions or fault of the Architect, any Additional Services provided in accordance with this Section 4.3 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect’s schedule.

§ 4.3.1 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 services until the Architect receives the Owner’s written authorization:

- .1 Services necessitated by a significant change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including, but not limited to, size, quality, complexity, the Owner’s schedule or budget for Cost of the Work, or procurement or delivery method;

- .2 Services necessitated by the Owner's request for extensive environmentally responsible design alternatives, such as unique system designs, in-depth material research, energy modeling, or LEED® certification;
- .3 Changing or editing previously prepared Instruments of Service necessitated by the enactment or revision of codes, laws or regulations or official interpretations which the Architect could not have reasonably foreseen;
- .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 that cause excessive delay to the Architect;
- .5 Preparing digital data 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 dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .8 Evaluation of the qualifications of bidders or persons providing proposals;
- .9 Consultation concerning replacement of Work resulting from fire or other cause during construction; or
- .10 Assistance to the Initial Decision Maker, if other than the Architect.

§ 4.3.2 To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner, in writing, within 24 hours, and explain the facts and circumstances giving rise to the need. If the Owner subsequently determines that all or parts of those services are not required, the Owner shall give prompt written notice to the Architect, and the Owner shall have no further obligation to compensate the Architect for those services:

- .1 Reviewing a Contractor's submittal out of sequence from the submittal schedule agreed to 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 Evaluating an extensive number of Claims as the Initial Decision Maker; or
- .4 To the extent the Architect's Basic Services are affected, providing Construction Phase Services 120 days after the date of Substantial Completion of the Work.

§ 4.3.3 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:

- .1 Three (3) reviews of each Shop Drawing, Product Data item, sample and similar submittal of the Contractor
- .2 One (1) visit to the site by the Architect over the duration of the Project during construction
- .3 Three (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
- .4 Three (3) inspections for any portion of the Work to determine final completion

§ 4.3.4 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.

ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 The Owner shall provide full information in a timely manner regarding requirements for and limitations on the Project. The Owner shall furnish to the Architect, within 15 days after receipt of a reasonable written request, information necessary and relevant for the Architect to evaluate, give notice of or enforce lien rights.

§ 5.2 The Owner shall establish and periodically update 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. 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 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.

§ 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 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.

§ 5.5 The Owner shall furnish services of geotechnical engineers, which may include but are not limited to 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 coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's 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 in this Agreement, or authorize the Architect to furnish them as an Additional Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants maintain professional liability insurance as appropriate to the services provided.

§ 5.7 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.

§ 5.8 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.

§ 5.9 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.

§ 5.10 Except as otherwise provided in this Agreement, or when direct communications have been specially authorized, the Owner shall endeavor to communicate with the Contractor and the Architect's consultants through the Architect about matters arising out of or relating to the Contract Documents. The Owner shall promptly notify the Architect of any direct communications that may affect the Architect's services.

§ 5.11 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.

§ 5.12 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.

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, contingencies for changes in the Work or other costs that are the responsibility of the Owner. In addition, the Cost of the Work does not include building permit fees, systems development charges or other similar costs for which the Owner has assumed responsibility.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and may 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, the

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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.

§ 6.3 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 make reasonable adjustments in the program and scope of the Project; and to include in the Contract Documents alternate bids as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget for the Cost of the Work. 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 requests detailed cost estimating services, the Architect shall provide such services as an Additional Service under Article 4.

§ 6.4 If the Bidding or Negotiation Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, through no fault of the Architect, the Owner's 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. Estimates of probable construction cost shall be provided at the following stages of progress in accordance with the method indicated:

- .1 Schematic Design: current area, volume or similar conceptual estimating techniques.
- .2 Design Development: complete budget estimate for each portion of the project.
- .3 Construction Documents: 75% completion: quantity survey techniques.

§ 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 give written approval of 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, without additional compensation, 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. 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 Instruments of Service or any other information or documentation in digital form, they shall endeavor to establish necessary protocols governing such transmissions.

§ 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.

§ 7.3 Upon execution of this Agreement, 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 and adding to the Project, provided that the Owner substantially performs its obligations, including prompt payment of all sums when due, under this Agreement. 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 material or equipment suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service 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 author 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.

§ 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.

ARTICLE 8 CLAIMS AND DISPUTES

§ 8.1 GENERAL

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action, whether in contract, tort, or otherwise, against the other arising out of or related to this Agreement in accordance with the requirements of the method of binding dispute resolution selected in this Agreement within the period specified by applicable law.

§ 8.1.2 Provided the waiver does not diminish any available insurance, 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 A201-2007, 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 shall be entitled to claim consequential damages.

§ 8.2 MEDIATION

§ 8.2.1 \

§ 8.2.2

§ 8.2.3

§ 8.2.4

(Paragraphs deleted)

§ 8.3 ARBITRATION

§ 8.3.1

§ 8.3.1.1

§ 8.3.2

§ 8.3.3

§ 8.3.4 CONSOLIDATION OR JOINDER

§ 8.3.4.1

§ 8.3.4.2

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§ 8.3.4.3

8.3.5 Parties shall be encouraged to resolve all disputes through partnering at the lowest possible level. Both parties to the Contract agree to provide other resources and personnel to negotiate and find resolutions to disputes that cannot be resolved at the project manager level. As a next step, claims, disputes, or other matters in question between the parties to this Contract arising out of or relating to this Agreement or breach thereof shall be determined by mediation, arbitration, or litigation. Disputes shall be initially submitted to mediation by a mediator chosen by the parties. The cost of mediation shall be borne equally by the parties. If the parties are unable to agree upon a mediator within 5 days, or if mediation fails to resolve the dispute, either party may request that the dispute be submitted to arbitration before a single arbitrator agreed to by the parties. If both parties agree to arbitration but are unable to agree upon an arbitrator, each party shall select an arbitrator, the arbitrators so chosen shall select a third, and the decision of the majority of the arbitrators shall be final, binding the parties, and any judgment may be entered thereon. Unless the parties mutually agree otherwise, any arbitration proceeding shall be conducted in accordance with the currently in effect Construction Industry Arbitration Rules of the American Arbitration Association.

Notwithstanding the above, the District may, at the District's sole discretion, elect to resolve disputes in excess of \$50,000 by litigation if the mediation is not successful.

Should any suit, action, or arbitration proceeding be commenced in connection with any dispute arising out of this Agreement to obtain a judicial construction of any provision of this Agreement, or decree by any court, the prevailing party shall be entitled to recover from the losing party its costs and disbursements, together with such investigation costs, expert witness fees, mediation and mediator fees, arbitration and arbitrator fees and attorney fees incurred in connection with such dispute, as the court or arbitrator may adjudge reasonable at trial or hearing, or on any appeal or judicial review of such suit, action, or arbitration proceeding.

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 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 Architect shall be paid 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.

§ 9.2 If the Project is suspended by the Owner for more than 120 consecutive days, 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.

§ 9.3 If the Project is suspended or the Architect's services are suspended for more than 120 consecutive days, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 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 In the event of termination not the fault of the Architect, the Architect shall be compensated for services performed prior to termination, together with Reimbursable Expenses then due and all Termination Expenses as defined in Section 9.7.

§ 9.7 Termination Expenses are in addition to compensation for the services of the Agreement and include expenses directly attributable to termination for which the Architect is not otherwise compensated.

§ 9.8 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 11.9.

ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the principal place of business of the Owner, unless otherwise provided in Article 12.

§ 10.2 Terms in this Agreement shall have the same meaning as those in AIA Document A201-2007, General Conditions of the Contract for Construction.

§ 10.3 The Owner and Architect, respectively, bind themselves, their 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.

§ 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 Unless otherwise required in this Agreement, 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.

§ 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.

§ 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, or (4) as ordered by a court of competent jurisdiction.

ARTICLE 11 COMPENSATION

§ 11.1 For the Architect's Basic Services described under Article 3 and any other services included in Article 12 as part of Basic Services, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation.)

§ 11.2 For Additional Services designated in Section 4.1, 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.)

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.3, the Owner shall compensate the Architect as follows:

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(Insert amount of, or basis for, compensation.)

§ 11.4 Compensation for 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 percent (%), or as otherwise stated below:

§ 11.5 Where compensation for Basic Services is based on a stipulated sum or percentage of the Cost of the Work, the compensation for each phase of services shall be as follows:

Schematic Design Phase	percent (%)
Design Development Phase	percent (%)
Construction Documents Phase	percent (%)
Bidding or Negotiation Phase	percent (%)
Construction Phase	percent (%)
<hr/>		
Total Basic Compensation	one hundred percent (100 %)

Compensation for each Phase will be paid in full at the completion and acceptance of the Work of that Phase. For example, Compensation for the Programming and Schematic Design Phase will be paid in full at the completion and acceptance of the Work of the Schematic Design Phase.

§ 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, compensation for those portions of the Project shall be payable to the extent services are performed on those portions, 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 in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

§ 11.7 The hourly billing rates for services of the Architect and the Architect's consultants, if any, are set forth below. The rates shall be adjusted in accordance with the Architect's and Architect's consultants' normal review practices. (If applicable, attach an exhibit of hourly billing rates or insert them below.)

Employee or Category

Rate

§ 11.8 COMPENSATION FOR REIMBURSABLE EXPENSES

§ 11.8.1 Prior authorization by the Owner in writing is required for all Reimbursable Expenses. Reimbursable Expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as identified in the following Clauses:

.1

(Paragraphs deleted)

Fees paid for securing approval of authorities having jurisdiction over the project;

.2 Printing, reproductions, plots, standard form documents for check sets delivered to Owner and bid-ready documents for plan centers and bidders;

.3 Postage, handling and delivery;

.4 Long distance communications; ;

.5 Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner ;

.6 Renderings, models, mock-ups, professional photography, and presentation materials requested by the Owner ;

(Paragraphs deleted)

.7 Prior authorization by Owner, in writing, for all other similar Project-related expenditures.

§ 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.

§ 11.9 COMPENSATION FOR USE OF ARCHITECT'S INSTRUMENTS OF SERVICE

(Paragraphs deleted)

§ 11.10 PAYMENTS TO THE ARCHITECT

§ 11.10.1

§ 11.10.2 Payments are due and payable thirty (30) days from the date of the receipt of the Architect's acceptable invoice. Amounts unpaid ninety (90) days after the invoice date 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.)

One Half of One Percent (.5%) per month.

Two (2) copies of the Architect's invoice, with required documentation, for Services provided during the preceding month are to be submitted in standard District format (Attachment A) to the following address:

Eugene Public School District 4J
Facilities Management
715 West Fourth Avenue
Eugene, OR 97402
Fax 541-790-7420

§ 11.10.3 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 has been found liable for the amounts in a binding dispute resolution proceeding.

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

ARTICLE 12 SPECIAL TERMS AND CONDITIONS

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

12.1 CODE REQUIREMENTS

The Architect shall be responsible for designing to meet applicable building code, fire marshal, ADA and other requirements imposed by public officials having jurisdiction over the Project, unless there is prior written agreement otherwise.

12.2 COMMUNICATION

12.2.1 Representatives of the Owner, Contractor and Architect shall meet periodically at mutually agreed-upon intervals for the purpose of establishing procedures to facilitate cooperation, communication and timely responses among the participants. By participating in this arrangement, the parties do not intend to create additional contractual obligations or modify the legal relationships which may otherwise exist. Nothing in this agreement shall give the Architect the authority to make decisions or give direction without the Owner's concurrence.

12.2.2 The Owner may communicate directly with the Contractor when necessary or appropriate. The Owner may give direction to the Contractor as appropriate in matters including, but not limited to, access to the site, coordination with Owner's occupancy and use by the public, use of parking and staging areas, use of potentially hazardous products, drug and alcohol policy, no smoking policy, appropriate dress and behavior, safety requirements and safe work practices, where appropriate. The Owner will advise the Architect regarding any communication with or direction given to the Contractor.

12.3 INDEMNIFICATION

12.3.1 The Architect shall be insured against claims for professional errors and omissions, under a professional liability insurance policy, and to the extent the Architect is covered under such policy, the Architect shall indemnify and hold harmless Eugene School District 4J, its officers, agents, and employees from any claims, acts, liability or

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costs including attorney fees and other costs of defense arising out of or in any way related to the work performed under this agreement, and arising from the sole negligence of the Architect.

12.3.2 To the fullest extent permitted by law, Architect shall indemnify and hold harmless owner, owner's district, officers, and administration, elected board of directors and its officers, and all employees and agents, from and against any and all costs, losses and damages, including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs, caused solely by the acts or omissions of architect or architect's officers, directors, partners, employees, agents, and architect's consultants in the performance and furnishing of architectural services under this agreement. Architect's total liability to owner and anyone claiming by, through or under owner for any cost, loss or damages caused in part by the negligence of architect, and in part by the negligence of owner, or any other negligent entity or individual, shall not exceed the percentage share that architect's negligence bears to the total negligence of owner, architect, and all other negligent entities or individuals.

12.4 MEDIATION AND ARBITRATION

12.5 SCOPE OF BASIC SERVICES

12.5.1 In addition to the Basic Services identified elsewhere, the compensation sum for Basic Services shall include the following:

- .1 All local travel and transportation costs.
- .2 Preparation and submittal to the Owner of Record Documents in digitized format, as detailed in RFP.
- .3 Programming services and a sufficient number of meetings with the Owner to identify and clarify the Owner's needs.
- .4 One-year warranty inspection and punch list.
- .5 All costs of copying, local phone, facsimile transmission, and electronic mail connection.
- .6 The Architect shall attend and prepare minutes for the weekly progress meetings and such other meetings as may be necessary throughout the course of the Project, including design and construction phases.
- .7 The Architect shall visit the site at regular intervals during the course of construction, as frequently as the work requires, but not less than once weekly.
- .8 The personnel listed in the Proposal, in response to the RFP soliciting Architectural Services, shall not be removed from the Project without prior written consent of the Owner. However, the Owner may require, at its sole discretion, that personnel be removed from the Project and replaced with other individuals of comparable experience and qualifications. The individual identified as the Architect's Project Manager shall serve in that capacity throughout the full duration of the Project, attending all design and Construction Administration meetings.
- .9 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner.
- .10 Expense for printing, reproductions, plots, of working documents.

12.6 POTENTIALLY HAZARDOUS PRODUCTS

The Eugene School District attempts to maintain a safe and healthy environment for students and staff. The Architect is responsible for selecting products based on their appropriateness, considering performance and suitability for the intended application, low potential for producing hazardous fumes, vapors and odors, time and conditions of application. The use of potentially hazardous materials must be approved by a District Safety Specialist based on MSDS information for the product. Construction Documents shall advise the Contractor of District policy and requirements related to product application.

12.7 SCHEDULE: The Architect's services and compensation under this Agreement have been agreed to in anticipation of the orderly and continuous progress of the projects through completion of the identified Scope of Work identified in Supplements to this Agreement. Specific periods of time or dates for providing services, as mutually agreed upon may be identified for individual projects in Supplements to this Agreement.

12.8 TERMS OF AGREEMENT: This Agreement shall remain in full force and effect for the contract period as identified herein. Work may be assigned under this Agreement until a new list is developed through the RFP format, or until two years after the date of the execution of the Master Retainer Agreement, whichever comes first.

12.9 NEWS RELEASES: News Releases pertaining to this Agreement, or Supplemental Agreements or Services to which they relate will not be made by Architect or Architect's Subconsultants without prior Owner approval and then only in coordination with the issuing office.

12.10 NON-DISCRIMINATION: No person shall be subjected to discrimination in receipt of the benefits of any services or activities made possible by or resulting from this Agreement on the grounds of sex, race, color, creed,, marital status, age or national origin. Any violation of this provision shall be considered a material violation of this Agreement and shall be grounds for cancellation, termination or suspension in whole or in part by the Eugene Public School District 4J.

12.11 OWNER DOES NOT GUARANTEE THAT WORK WILL BE REQUESTED: The Owner and the Architect understand that the Owner does not warrant or guarantee that any work will be requested or authorized under this Agreement. The Owner and the Architect acknowledge that no work will be undertaken pursuant to this agreement unless a written Supplement detailing the specific work or project requested by the Owner is executed.

12.12 SUBMITTAL PRECEDENCE: The provisions of this Agreement plus the Request For Proposal (RFP) for subject work, including addenda, if any, as well as the Architect's proposal for said work all of which are hereto included by reference, are binding on this Agreement. The provisions of this Agreement shall take precedence over the Addenda, if any, which shall take precedence over the RFP which shall take precedence over the Architect's proposal.

12.13 REQUEST FOR PROPOSAL: The Architect's response to the Request For Proposals is incorporated into this Agreement.

12.14 PHASED CONSTRUCTION

12.14.1 It is understood that the project may have multiple components and multiple substantial completion dates. The Construction Administration Phase will begin with the award of the first construction contract and end 120 days after substantial completion of the final construction contract.

12.14.2 At such time as the phases of construction are determined, the Architect's Compensation shall be prorated, by amendment to this Agreement, to reflect the distribution of work between the phases.

12.14.3 To accommodate phased construction, the Architect shall produce over-lapping Schematic Design, Design Development, Construction and Bid documents for the different phases as required.

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 Owner and Architect.

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

- .1 AIA Document B101TM-2007, Standard Form Agreement Between Owner and Architect, as modified
- .2 AIA Document E201TM-2007, Digital Data Protocol Exhibit, if completed, or the following:

- .3 Other documents:
(List other documents, if any, including Exhibit A, Initial Information, and additional scopes of service, if any, forming part of the Agreement.)

Request For Proposals for Architectural Services for Design of Four New (Replacement) Schools, including addenda; Architect's proposal; Exhibit A
Refer to subsection 12.12 for order of precedence.

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

OWNER

ARCHITECT

(Signature)

(Signature)

(Printed name and title)

(Printed name and title)

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User Notes:

(1264210554)



Document B101™ – 2007 Exhibit A

Initial Information

for the following PROJECT:

(Name and location or address)

THE OWNER:

(Name, legal status and address)

THE ARCHITECT:

(Name, legal status and address)

This Agreement is based on the following information.

(Note the disposition for the following items by inserting the requested information or a statement such as "not applicable," "unknown at time of execution" or "to be determined later by mutual agreement.")

ARTICLE A.1 PROJECT INFORMATION

§ A.1.1 The Owner's program for the Project:

(Identify documentation or state the manner in which the program will be developed.)

§ A.1.2 The Project's physical characteristics:

(Identify or describe, if appropriate, size, location, dimensions, or other pertinent information, such as geotechnical reports; site, boundary and topographic surveys; traffic and utility studies; availability of public and private utilities and services; legal description of the site; etc.)

§ A.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 break down.)

§ A.1.4 The Owner's other anticipated scheduling information, if any, not provided in Section 1.2:

§ A.1.5 The Owner intends the following procurement or delivery method for the Project:

(Identify method such as competitive bid, negotiated contract, or construction management.)

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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§ A.1.6 Other Project information:

(Identify special characteristics or needs of the Project not provided elsewhere, such as environmentally responsible design or historic preservation requirements.)

ARTICLE A.2 PROJECT TEAM

§ A.2.1 The Owner identifies the following representative in accordance with Section 5.3:

(List name, address and other information.)

§ A.2.2 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 information.)

§ A.2.3 The Owner will retain the following consultants and contractors:

(List discipline and, if known, identify them by name and address.)

§ A.2.4 The Architect identifies the following representative in accordance with Section 2.3:

(List name, address and other information.)

§ A.2.5 The Architect will retain the consultants identified in Sections A.2.5.1 and A.2.5.2.

(List discipline and, if known, identify them by name, legal status, address and other information.)

§ A.2.5.1 Consultants retained under Basic Services:

.1 Structural Engineer

.2 Mechanical Engineer

.3 Electrical Engineer

§ A.2.5.2 Consultants retained under Additional Services:

§ A.2.6 Other Initial Information on which the Agreement is based:
(Provide other Initial Information.)

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Additions and Deletions Report for AIA[®] Document B101[™] – 2007

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 13:44:54 on 05/24/2013.

PAGE 2

As described in Exhibit A.

PAGE 3

~~§ 2.5 The Architect shall maintain the following insurance for the duration of this Agreement. If any of the requirements set forth below exceed the types and limits the Architect normally maintains, the Owner shall reimburse the Architect for any additional cost.~~Agreement:

...

The Consultant shall maintain in force for the duration of this agreement a Commercial General Liability, Automobile Liability (owned, non-owned, and hired) insurance policy written on the occurrence basis with limits not less than \$2,000,000 per occurrence and \$3,000,000 in the aggregate. The District, its employees, officials and agents shall be named as an additional insured on the General Liability Policy as respects to work or services performed under this agreement. This insurance will be primary over any insurance the District may carry on its own.

.2 Automobile Liability~~Workers' Compensation~~

The Consultant shall provide and maintain workers' compensation coverage for its employees, officers, agents, or partners, as required by applicable workers' compensation laws.

.3 Workers' Compensation~~Professional Liability~~

Architectural firms shall provide and maintain professional errors and omissions coverage of no less than \$2,000,000 per occurrence and \$4,000,000 in the aggregate. Architect shall maintain the professional liability insurance coverage for at least one year after substantial completion of the work.

.4 Professional Liability~~Evidence of Coverage~~

Evidence of the above coverages issued by a company satisfactory to the District shall be provided to The District by way of a certificate of insurance before any work or services commence. It is the Architect's obligation to provide 30 days notice of cancellation or material change in coverage if not done so by the Architect's insurance company(s). Failure to maintain the proper insurance shall be grounds for immediate termination of this Agreement.

.5 Equipment and Material

The Architect shall be responsible for any loss, damage or destruction of its own property, equipment,

and materials used in conjunction with the work.

.6 Subconsultants

The Architect shall require all subconsultants to provide and maintain general liability, auto liability, and workers' compensation insurance with coverages equivalent to those required of the Architect in this Agreement. The Architect shall require certificates of insurance from all subconsultants as evidence of coverage

The Architect shall require all subconsultants to provide and maintain professional errors and omissions coverage of no less than \$500,000 per occurrence and \$1,000,000 in aggregate. The Architect shall require certificates of insurance from all subconsultants as evidence of coverage.

.7 Exceptions or Waivers

Any exception or waiver of these requirements shall be subject to review and written approval from the Eugene School District Risk Manager.

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~~§ 3.1 The Architect's Basic Services consist of those described in Article 3 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in this Article 3 are Additional Services any other services identified in Article 12 as part of Basic Services and includes normal structural, mechanical and electrical engineering services and as required for the project, civil engineering, acoustics engineering, low-voltage and network design engineering and landscape architecture (including design of irrigation systems, if required.).~~

...

~~§ 3.1.6 The Architect shall assist the Owner in connection with the Owner's responsibility for filing submit documents required for the approval of governmental authorities having jurisdiction over the Project. Fees for plan check, building permit and systems development charges will be paid by the Owner.~~

PAGE 5

~~§ 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 such other elements as may be appropriate. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish in general their quality levels. The Architect shall provide the Owner with site plans, building plans, sections, elevations, details and layout of all major equipment including HVAC, building plans identifying Building Code analysis assumptions, individual room occupant loads and exiting paths.~~

...

~~§ 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 of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that in order to construct 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. The Architect shall provide building plans~~

identifying Building Code analysis assumptions, individual room occupant loads and exiting paths.

.1 Provide the Owner with a minimum of two 'check sets' of documents at the following stages of progress. The Owner shall have the number of business days indicated to provide written response to the Architect addressing Owner concerns. The Architect shall review and respond to the Owner's comments, in writing, indicating the action taken by the Architect to address each issue/item:

End of Schematic Design	days
50% Design Development	days
100% Design Development	days
Construction Documents - 75%	days
Construction Documents - 95%	days

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.5 ~~organizing and conducting~~ participating with the Owner in the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.

§ 3.5.2.3 The Architect shall consider requests for substitutions, if the Bidding Documents permit substitutions, and in consultation with the Owner, shall prepare and distribute addenda identifying approved substitutions to all prospective bidders.

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§ 3.5.3.2 ~~The~~ When requested by the Owner, Architect shall assist the Owner in obtaining proposals by

...

§ 3.5.3.3 The Architect shall consider requests for substitutions, if the Proposal Documents permit substitutions, and in consultation with the Owner, shall prepare and distribute addenda identifying approved substitutions to all prospective contractors.

...

§ 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 negligent acts or omissions, negligent acts or omissions of the Architect, and the Architect's agents and employees,~~ 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 4.3, 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 after the one-year warranty inspection and punch list.~~

...

.1 During construction and prior to substantial completion, the architect and associated consultants shall visit the site not less than once every two weeks to become generally familiar with the progress and quality of the Work.

.2 During construction and prior to substantial completion, the Architect shall attend weekly project meetings and shall prepare and distribute meeting minutes within 2 working days of the meeting. Where possible, distribution shall be by electronic means.

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§ 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 shall render initial decisions on claims, disputes or other matters in question between the Owner and Contractor as provided in the Contract Documents. However decisions on matters relating to aesthetic effect shall be final if consistent with the intent expressed in the Contract Documents, made collaboratively between the Owner and the Architect. The final decision shall be the Owner's.

...

§ 3.6.3.1 The Architect shall promptly 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, the Work has progressed to the point indicated and that the quality of the Work is in accordance with the Contract Documents. The foregoing representations are subject (1) to an evaluation of the Work for conformance with the Contract Documents upon Substantial Completion, (2) to results of subsequent tests and inspections, (3) to correction of minor deviations from the Contract Documents prior to completion, and (4)-(4) to specific qualifications expressed by the Architect, and (5) to specific qualifications expressed by the Architect-Owner's Project Manager.

...

§ 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 Shop Drawings be responsible for the adequacy, accuracy and completeness of such performance and design criteria, and for coordination of any design undertaken by the design professional retained by the Contractor in response to such performance and design criteria with the overall design of the project. The Architect shall not be responsible for actual design undertaken by the design professional retained by the Contractor or for its adequacy, accuracy, or completeness. The Architect shall review shop drawings and other submittals related to the Work designed or certified by the design professional retained by the Contractor that bear such professional's seal and signature when submitted to the Architect. The Architect shall be entitled to rely upon the adequacy, accuracy and completeness of the services, certifications and approvals performed or provided by such design professionals.

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§ 3.6.6.5 Upon request of the Owner, and prior to the expiration of one year from the date of Substantial Completion, the Architect shall, without additional compensation, conduct a meeting with the Owner ~~to review the facility operations and performance,~~ and the Contractor to review the facility operations and performance, and conduct a warranty inspection of the work and produce a punch list of deficiencies to be corrected under warranty.

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§ 4.3 Additional Services may be provided after execution of this Agreement, without invalidating the Agreement. Except for services required due to the errors, omissions or fault of the Architect, any Additional Services provided in accordance with this Section 4.3 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect's schedule.

...

- .1 Services necessitated by a significant change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including, but not limited to, size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;

- ~~.3~~ Changing or editing previously prepared Instruments of Service necessitated by the enactment or revision of codes, laws or regulations or official ~~interpretations;~~interpretations which the Architect could not have reasonably foreseen;
- ~~.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;~~contractors that cause excessive delay to the Architect;

...

- ~~.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~~ .8 Evaluation of the qualifications of bidders or persons providing proposals;
- ~~.10~~ .9 Consultation concerning replacement of Work resulting from fire or other cause during construction; or
- ~~.11~~ .10 Assistance to the Initial Decision Maker, if other than the Architect.

§ 4.3.2 To avoid delay in the Construction Phase, the Architect shall provide the following Additional Services, notify the Owner with reasonable promptness, ~~Owner, in writing, within 24 hours,~~ and explain the facts and circumstances giving rise to the need. If the Owner subsequently determines that all or parts of those services are not required, the Owner shall give prompt written notice to the Architect, and the Owner shall have no further obligation to compensate the Architect for those services:

...

- ~~.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;
- ~~.5~~ ~~Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom; or~~
- ~~.6~~ .4 To the extent the Architect's Basic Services are affected, providing Construction Phase Services ~~60~~ 120 days after ~~(1) the date of Substantial Completion of the Work or (2) the anticipated date of Substantial Completion identified in Initial Information, whichever is earlier.~~ Work.

...

- ~~.1~~ Three (3) reviews of each Shop Drawing, Product Data item, sample and similar submittal of the Contractor
- ~~.2~~ ~~(—) visits~~ One (1) visit to the site by the Architect over the duration of the Project during construction
- ~~.3~~ Three (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
- ~~.4~~ Three (3) inspections for any portion of the Work to determine final completion

...

§ 5.1 ~~Unless otherwise provided for under this Agreement, the Owner shall provide~~ The Owner shall provide full 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. Within Project. The Owner shall furnish to the Architect, within 15 days after receipt of a written request from the Architect, the Owner shall furnish the requested information as reasonable written request, information necessary and relevant for the Architect to evaluate, give notice of or enforce lien rights.

§ 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, contingencies for changes in the Work or other costs that are the responsibility of the Owner. In addition, the Cost of the Work does not include building permit fees, systems development charges or other similar costs for which the Owner has assumed responsibility.

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§ 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. Estimates of probable construction cost shall be provided at the following stages of progress in accordance with the method indicated:

- .1 Schematic Design: current area, volume or similar conceptual estimating techniques.
- .2 Design Development: complete budget estimate for each portion of the project.
- .3 Construction Documents: 75% completion: quantity survey techniques.

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

§ 8.1.2 ~~To~~ Provided the waiver does not diminish any available insurance, 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 A201-2007, 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.~~shall be entitled to claim consequential damages.

...

§ 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 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 the Agreement. A request for mediation shall be made in writing, delivered to the other party to the 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, 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. If the Owner and Architect do not select a method of binding dispute resolution below, 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.)

— Arbitration pursuant to Section 8.3 of this Agreement

— Litigation in a court of competent jurisdiction

— Other (Specify)

...

§ 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.

...

§ 8.3.4.1 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.

8.3.5 Parties shall be encouraged to resolve all disputes through partnering at the lowest possible level. Both parties to the Contract agree to provide other resources and personnel to negotiate and find resolutions to disputes that cannot be resolved at the project manager level. As a next step, claims, disputes, or other matters in question between the parties to this Contract arising out of or relating to this Agreement or breach thereof shall be determined by mediation, arbitration, or litigation. Disputes shall be initially submitted to mediation by a mediator chosen by the parties. The cost of mediation shall be borne equally by the parties. If the parties are unable to agree upon a mediator within 5 days, or if mediation fails to resolve the dispute, either party may request that the dispute be submitted to arbitration before a single arbitrator agreed to by the parties. If both parties agree to arbitration but are unable to agree upon an arbitrator, each party shall select an arbitrator, the arbitrators so chosen shall select a third, and the decision of the majority of the arbitrators shall be final, binding the parties, and any judgment may be entered thereon. Unless the parties mutually agree otherwise, any arbitration proceeding shall be conducted in accordance with the currently in effect Construction Industry Arbitration Rules of the American Arbitration Association.

Notwithstanding the above, the District may, at the District's sole discretion, elect to resolve disputes in excess of \$50,000 by litigation if the mediation is not successful.

Should any suit, action, or arbitration proceeding be commenced in connection with any dispute arising out of this Agreement to obtain a judicial construction of any provision of this Agreement, or decree by any court, the prevailing party shall be entitled to recover from the losing party its costs and disbursements, together with such investigation costs, expert witness fees, mediation and mediator fees, arbitration and arbitrator fees and attorney fees incurred in connection with such dispute, as the court or arbitrator may adjudge reasonable at trial or hearing, or on any appeal or judicial review of such suit, action, or arbitration proceeding.

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§ 9.2 If the Owner suspends the Project, Project is suspended by the Owner form more than 120 consecutive days, 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.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, Project is suspended or the Architect's services are suspended for more than 120 consecutive days, the Architect may terminate this Agreement by giving not less than seven days' written notice.

...

§ 9.7 Termination Expenses are in addition to compensation for the Architect's services-services of the Agreement and include expenses directly attributable to termination for which the Architect is not otherwise compensated, plus an amount for the Architect's anticipated profit on the value of the services not performed by the Architect. compensated.

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§ 10.1 This Agreement shall be governed by the law of the place where the Project is located, except that if the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.

principal place of business of the Owner, unless otherwise provided in Article 12.

...

§ 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, information, or (4) as ordered by a court of competent jurisdiction.

...

§ 11.1 For the Architect's Basic Services described under Article 3, 3 and any other services included in Article 12 as part of Basic Services, the Owner shall compensate the Architect as follows:

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Compensation for each Phase will be paid in full at the completion and acceptance of the Work of that Phase. For example, Compensation for the Programming and Schematic Design Phase will be paid in full at the completion and acceptance of the Work of the Schematic Design Phase.

...

§ 11.8.1 Prior authorization by the Owner in writing is required for all Reimbursable Expenses. Reimbursable Expenses are in addition to compensation for Basic and Additional Services and include expenses incurred by the Architect and the Architect's consultants directly related to the Project, as follows: identified in the following Clauses:

- ~~.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~~ Fees paid for securing approval of authorities having jurisdiction over the Project; project;
- ~~.4~~ Printing, reproductions, plots, standard form documents; 2 Printing, reproductions, plots, standard form documents for check sets delivered to Owner and bid-ready documents for plan centers and bidders;
- ~~.5~~ .3 Postage, handling and delivery;
- ~~.6~~ .4 Long distance communications; ;
- ~~.5~~ Expense of overtime work requiring higher than regular rates, if authorized in advance by the Owner; Owner ;
- ~~.7~~ .6 Renderings, models, mock-ups, professional photography, and presentation materials requested by the Owner; Owner ;
- ~~.8~~ Architect's Consultant's expense of professional liability insurance dedicated exclusively to this Project, or the expense of additional insurance coverage or limits if the Owner requests such insurance in excess of that normally carried by the Architect's consultants;
- ~~.9~~ All taxes levied on professional services and on reimbursable expenses;
- ~~.10~~ Site office expenses; and
- ~~.14~~ Other .7 Prior authorization by Owner, in writing, for all other similar Project-related expenditures.

§ 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.

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~~If the Owner terminates the Architect for its convenience under Section 9.5, or the Architect terminates this Agreement under Section 9.3, the Owner shall pay a licensing fee as compensation for the Owner's continued use of the Architect's Instruments of Service solely for purposes of completing, using and maintaining the Project as follows:~~

...

§ 11.10.1 ~~An initial payment of (\$) 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.~~

§ 11.10.2 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 (—) Payments are due and payable thirty (30) days from the date of the receipt of the Architect's acceptable invoice. Amounts unpaid ninety (90) days after the invoice date 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.)

One Half of One Percent (.5%) per month.

%—Two (2) copies of the Architect's invoice, with required documentation, for Services provided during the preceding month are to be submitted in standard District format (Attachment A) to the following address:

Eugene Public School District 4J
Facilities Management
715 West Fourth Avenue
Eugene, OR 97402
Fax 541-790-7420

...

12.1 CODE REQUIREMENTS

The Architect shall be responsible for designing to meet applicable building code, fire marshal, ADA and other requirements imposed by public officials having jurisdiction over the Project, unless there is prior written agreement otherwise.

12.2 COMMUNICATION

12.2.1 Representatives of the Owner, Contractor and Architect shall meet periodically at mutually agreed-upon intervals for the purpose of establishing procedures to facilitate cooperation, communication and timely responses among the participants. By participating in this arrangement, the parties do not intend to create additional contractual obligations or modify the legal relationships which may otherwise exist. Nothing in this agreement shall give the Architect the authority to make decisions or give direction without the Owner's concurrence.

12.2.2 The Owner may communicate directly with the Contractor when necessary or appropriate. The Owner may give direction to the Contractor as appropriate in matters including, but not limited to, access to the site, coordination with Owner's occupancy and use by the public, use of parking and staging areas, use of potentially hazardous products, drug and alcohol policy, no smoking policy, appropriate dress and behavior, safety requirements and safe work practices, where appropriate. The Owner will advise the Architect regarding any communication with or direction given to the Contractor.

12.3 INDEMNIFICATION

12.3.1 The Architect shall be insured against claims for professional errors and omissions, under a professional liability insurance policy, and to the extent the Architect is covered under such policy, the Architect shall indemnify and hold harmless Eugene School District 4J, its officers, agents, and employees from any claims, actions, liability or costs including attorney fees and other costs of defense arising out of or in any way related to the work performed under this agreement, and arising from the sole negligence of the Architect.

12.3.2 To the fullest extent permitted by law, Architect shall indemnify and hold harmless owner, owner's district, officers, and administration, elected board of directors and its officers, and all employees and agents, from and against any and all costs, losses and damages, including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs, caused solely by the acts or omissions of architect or architect's officers, directors, partners, employees, agents, and architect's consultants in the performance and furnishing of architectural services under this agreement. Architect's total liability to owner and anyone claiming by, through or under owner for any cost, loss or damages caused in part by the negligence of architect, and in part by the negligence of owner, or any other negligent entity or individual, shall not exceed the percentage share that architect's negligence bears to the total negligence of owner, architect, and all other negligent entities or individuals.

12.4 MEDIATION AND ARBITRATION

12.5 SCOPE OF BASIC SERVICES

12.5.1 In addition to the Basic Services identified elsewhere, the compensation sum for Basic Services shall include the following:

- .1 All local travel and transportation costs.
- .2 Preparation and submittal to the Owner of Record Documents in digitized format, as detailed in RFP.
- .3 Programming services and a sufficient number of meetings with the Owner to identify and clarify the Owner's needs.
- .4 One-year warranty inspection and punch list.
- .5 All costs of copying, local phone, facsimile transmission, and electronic mail connection.
- .6 The Architect shall attend and prepare minutes for the weekly progress meetings and such other meetings as may be necessary throughout the course of the Project, including design and construction phases.
- .7 The Architect shall visit the site at regular intervals during the course of construction, as frequently as the work requires, but not less than once weekly.
- .8 The personnel listed in the Proposal, in response to the RFP soliciting Architectural Services, shall not be removed from the Project without prior written consent of the Owner. However, the Owner may require, at its sole discretion, that personnel be removed from the Project and replaced with other individuals of comparable experience and qualifications. The individual identified as the Architect's Project Manager shall serve in that capacity throughout the full duration of the Project, attending all design and Construction Administration meetings.
- .9 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner.
- .10 Expense for printing, reproductions, plots, of working documents.

12.6 POTENTIALLY HAZARDOUS PRODUCTS

The Eugene School District attempts to maintain a safe and healthy environment for students and staff. The Architect is responsible for selecting products based on their appropriateness, considering performance and suitability for the intended application, low potential for producing hazardous fumes, vapors and odors, time and conditions of application. The use of potentially hazardous materials must be approved by a District Safety Specialist based on MSDS information for the product. Construction Documents shall advise the Contractor of District policy and requirements related to product application.

12.7 SCHEDULE: The Architect's services and compensation under this Agreement have been agreed to in anticipation of the orderly and continuous progress of the projects through completion of the identified Scope of Work identified in Supplements to this Agreement. Specific periods of time or dates for providing services, as mutually agreed upon may be identified for individual projects in Supplements to this Agreement.

12.8 TERMS OF AGREEMENT: This Agreement shall remain in full force and effect for the contract period as identified herein. Work may be assigned under this Agreement until a new list is developed through the RFP format, or until two years after the date of the execution of the Master Retainer Agreement, whichever comes first.

12.9 NEWS RELEASES: News Releases pertaining to this Agreement, or Supplemental Agreements or Services to which they relate will not be made by Architect or Architect's Subconsultants without prior Owner approval and then only in coordination with the issuing office.

12.10 NON-DISCRIMINATION: No person shall be subjected to discrimination in receipt of the benefits of any services or activities made possible by or resulting from this Agreement on the grounds of sex, race, color, creed, marital status, age or national origin. Any violation of this provision shall be considered a material violation of this Agreement and shall be grounds for cancellation, termination or suspension in whole or in part by the Eugene Public School District 4J.

12.11 OWNER DOES NOT GUARANTEE THAT WORK WILL BE REQUESTED: The Owner and the Architect understand that the Owner does not warrant or guarantee that any work will be requested or authorized under this Agreement. The Owner and the Architect acknowledge that no work will be undertaken pursuant to this agreement unless a written Supplement detailing the specific work or project requested by the Owner is executed.

12.12 SUBMITTAL PRECEDENCE: The provisions of this Agreement plus the Request For Proposal (RFP) for subject work, including addenda, if any, as well as the Architect's proposal for said work all of which are hereto

included by reference, are binding on this Agreement. The provisions of this Agreement shall take precedent over the Addenda, if any, which shall take precedence over the RFP which shall take precedence over the Architect's proposal.

12.13 REQUEST FOR PROPOSAL: The Architect's response to the Request For Proposals is incorporated into this Agreement.

12.14 PHASED CONSTRUCTION

12.14.1 It is understood that the project may have multiple components and multiple substantial completion dates. The Construction Administration Phase will begin with the award of the first construction contract and end 120 days after substantial completion of the final construction contract.

12.14.2 At such time as the phases of construction are determined, the Architect's Compensation shall be prorated, by amendment to this Agreement, to reflect the distribution of work between the phases.

12.14.3 To accommodate phased construction, the Architect shall produce over-lapping Schematic Design, Design Development, Construction and Bid documents for the different phases as required.

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- .1 AIA Document B101™–2007, Standard Form Agreement Between Owner and ~~Architect~~ Architect, as modified

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Request For Proposals for Architectural Services for Design of Four New (Replacement) Schools, including addenda; Architect's proposal; Exhibit A
Refer to subsection 12.12 for order of precedence.