

**AGREEMENT FOR PROFESSIONAL ARCHITECTURAL DESIGN SERVICES
FOR FIRE STATION 1 RENOVATION OR REPLACEMENT
(RFQ NO. 2024-14)**

THIS AGREEMENT made and entered into this 21st day of December, 2023, by and between the City of Lee's Summit, Missouri (hereinafter "**City**"), and WSKF (hereinafter "**Architect**").

WITNESSETH:

WHEREAS, City wishes to undertake a feasibility study regarding whether to renovate or replace Fire Station 1 at 207 SE Douglas Street, Lee's Summit (hereinafter "**Project**") as part of a Public Safety/Emergency Preparedness Initiative; and

WHEREAS, a selection committee comprised of representatives from the City conducted a qualification based solicitation process for an architect for the Project; and selected Architect as the most qualified company to perform the professional architectural services; and

WHEREAS, the City Manager is authorized and empowered by City to execute agreements providing for professional architectural services; and

WHEREAS, City desires to enter into an agreement with Architect to perform the Project; and

WHEREAS, Architect represents that the firm is equipped, competent, and able to undertake such an assignment.

NOW THEREFORE, in consideration of the mutual covenants and considerations herein contained, **IT IS HEREBY AGREED** by the parties hereto as follows:

**ARTICLE I
BASIC SERVICES TO BE PROVIDED BY ARCHITECT**

Architect shall provide professional services including programming and feasibility study as identified in **Exhibit A**, attached hereto and incorporated by reference. If any of the terms in **Exhibit A** contradict or conflict with the terms of this agreement, the terms of this agreement shall control.

**ARTICLE II
OPTIONAL SERVICES TO BE PROVIDED BY ARCHITECT**

The Architect shall furnish optional professional services ("Optional Services") as identified in **Exhibit B**, if needed by City, upon receipt of written authorization by the City.

**ARTICLE III
SCOPE OF SERVICES TO BE PROVIDED BY CITY**

City shall provide services to Architect as identified in Exhibits A and B and as indicated in any future amendments to this **Agreement**.

**ARTICLE IV
DESIGNATION OF CITY'S REPRESENTATIVE**

A. The City designates the following representative in accordance with part B of this Article IV:

Sharon Bloom
City of Lee's Summit
220 SE Green Street
Lee's Summit, MO 64063
(816) 969-1615
Sharon.Bloom@cityofls.net

B. The City's representative designated in part A of this Article IV is authorized to act on the City's behalf with respect to the Project. The City 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. The authority of the Owner's Representative to make decisions on behalf of the Owner shall be limited to those decisions customarily allowed in the capacity of the representative's position within the City. Certain decisions of the City may require approval by other staff, commissions, or the City Council. Owner's representative shall not be required to make decisions on matters which the representative is not authorized to make.

**ARTICLE V
PAYMENTS TO THE ARCHITECT**

For the services performed by Architect pursuant to this Agreement, and as full compensation therefore, and for all expenditures made and all expenses incurred by Architect in connection with this Agreement, except as otherwise expressly provided herein, subject to and in conformance with all provisions of this Agreement, City will pay Architect a maximum fee for Basic Services and Optional Services in the sum of One Hundred Thirteen Thousand Eight Hundred Thirty Dollars (\$113,830), according to the following provisions:

A. The cost of all **Basic Services**, including subconsultants necessary, covered under Article I shall be billed hourly at the rates set forth in **Exhibit C** attached hereto and incorporated herein by reference. Expenses incurred to provide the **Basic Services** shall be billed as set forth in **Exhibit A**. The total fees (hourly fees and expenses) for the **Basic Services** shall not exceed the total sum of Seventy-Four Thousand Nine Hundred Ninety Dollars (\$74,990).

- B. The cost of all **Optional Services**, including subconsultants necessary, for the design of the Project, covered by Article II shall be billed at hourly rates set forth in Exhibit C or negotiated in a lump sum as indicated in Exhibit D. The total fees (hourly fees and expenses) for the **Optional Services** shall not exceed the total sum of Thirty-Eight Thousand Eight Hundred Forty Dollars (\$38,840).
- C. The City will make payment monthly for Basic and Optional Services that have been satisfactorily completed. The City shall make payment to Architect within a period not to exceed thirty (30) days from the date an invoice is received by City. All invoices shall contain the following information:
1. Project Name/Task Name/RFP Number/Description of Agreement.
 2. Invoice Number and Date.
 3. Purchase Order Number issued by City.
 4. Itemized statement for the previous month of Labor (including Personnel Description, Title or classification for each person on the Project, Hours Worked, Hourly Rate, and Amount), Itemized Reimbursable Expenses, and Invoice Total.
 5. Description of monthly progress detailing the amount of the services completed to date and projected completion time.
 6. Project Billing Summary containing the Agreement or Agreed Maximum Fee Amount, Cumulative Amount Previously Billed, Billing Amount this Invoice, Agreement or Agreed Amount Remaining, and Percent of Maximum Fee Billed to Date.

All moneys not paid when due as provided herein shall bear interest at a per annum rate equal to one percent (1%) plus the average *Consumer Price Index for All Urban Consumers (CPI-U)-U.S. City Average* for the time period in which payment is past due; provided, however, that in no event will the amount of interest to be paid by the City exceed 9% per annum.

ARTICLE V, COMPLETION TIME

The Basic Services shall be completed in accordance with the following schedule:

Phase 1-Feasibility Study: 6 months

The Director of Development Services may, with the mutual consent of the parties, amend the deadlines contained in this Article by written authorization upon a showing of cause for amendment by Architect.

ARTICLE VI INSURANCE

A. GENERAL:

1. Insurer Qualifications: Without limiting any obligations or liabilities of Architect, Architect shall purchase and maintain, at its own expense, the minimum insurance set forth in this Section with insurance companies authorized to do business in the State of Missouri, with an AM Best, Inc. rating of A or above, and with policies and forms satisfactory to the City. Failure to maintain insurance as specified herein may result in termination of this Agreement at the City's option.
2. No Representation of Coverage Adequacy: The City reserves the right to review any and all of the insurance policies and/or endorsements cited in this Agreement, but has no obligation to do so. Failure to demand such evidence of full compliance with the insurance requirements set forth in this Agreement or failure to identify any insurance deficiency shall not relieve Architect from, nor be construed or deemed a waiver of, its obligation to maintain the required insurance at all times during the performance of this Agreement.
3. Additional Insured: All insurance coverage, except Workers' Compensation insurance and Professional Liability insurance, if applicable, shall name and endorse, to the fullest extent permitted by law for claims arising out of the performance of this Agreement, the City, its agents, representatives, officers, directors, officials and employees as Additional Insured as specified under the respective coverage sections of this Agreement.
4. Coverage Term: All insurance required herein shall be maintained in full force and effect until all work or services required to be performed under the terms of this Agreement are satisfactorily performed, completed and formally accepted by the City, unless specified otherwise in this Agreement.
5. Primary Insurance: Architect's insurance shall be endorsed to indicate its primary, non-contributory insurance with respect to performance of this Agreement and in the protection of the City as an Additional Insured. Such coverage shall be at least as broad as ISO CG 20 01 04 13, or equivalent.
6. Claims Made: In the event any insurance policies required by this Agreement are written on a "claims made" basis, coverage shall extend, either by keeping coverage in force or purchasing an extended reporting option, for six (6) years past completion and acceptance of the services. Such continuing coverage shall be evidenced by submission of annual Certificates of Insurance citing the required coverage is in force and contains the provisions as required herein for the six-year period.
7. Waiver: To the fullest extent permitted by law, all policies required herein, except for Professional Liability, including Workers' Compensation insurance, shall contain a waiver of rights of recovery (subrogation) against the City, its agents, representatives, officials, officers and employees for any claims arising out of the work or services of Architect. Architect shall arrange to have such subrogation waivers incorporated into each policy via endorsement.
8. Policy Deductibles and/or Self-Insured Retentions: The policies set forth in these requirements may provide coverage that contains deductibles or self-insured retention amounts. Such deductibles or self-insured retention under the required general liability and automobile liability policies shall not erode the limit required by the City.

Architect shall be solely responsible for any such deductible or self-insured retention amount.

9. Automatic Escalator: The limits of liability for each policy coverage amount stated above shall be automatically adjusted upward as necessary to remain at all times not less than the maximum amount of liability set forth in Chapter 537.610 RSMo. Applicable to political subdivisions pursuant to 537.600; provided that nothing herein or in any such policy shall be deemed to waive the City's sovereign immunity.
10. Use of Subcontractors: If any work under this Agreement is subcontracted in any way, Architect shall execute written agreements with its subcontractors containing the indemnification provisions set forth in this Section and insurance requirements set forth herein protecting the City and Architect. Architect shall be responsible for executing any agreements with its subcontractors and obtaining certificates of insurance verifying the insurance requirements.
11. Notice of Claim: Architect shall upon receipt of notice of any claim in connection with this Agreement promptly notify the City, providing full details thereof, including an estimate of the amount of loss or liability. Architect shall also promptly notify the City of any reduction in limits of protection afforded under any policy listed in the certificate(s) of insurance in an amount such that the policy aggregate becomes less than the current statutory waiver of sovereign immunity regardless of whether such impairment is a result of this Agreement. A breach of this provision is material breach of the Agreement.
12. Evidence of Insurance: Prior to commencing any work or services under this Agreement, Architect will provide the City with suitable evidence of insurance in the form of certificates of insurance and, if requested by the City, a copy of the relevant endorsement for the insurance policies as required by these requirements, issued by Architect's insurance insurer(s) as evidence that policies are placed with reasonably acceptable insurers as specified herein and provide the required coverages, conditions and limits of coverage specified in these requirements and that such coverage and provisions are in full force and effect. The City shall reasonably rely upon the certificates of insurance and endorsements for the insurance policies as evidence of coverage but such acceptance and reliance shall not waive or alter in any way these insurance requirements or obligations.

If any of the policies required by these requirements expire during the life of the Agreement, it shall be Architect's responsibility to forward renewal certificates and relevant endorsements the City 30 days prior to the expiration date. All certificates of insurance and relevant endorsements shall be identified by referencing the Agreement; certificates of insurance and endorsement for the insurance policies submitted without referencing the Agreement, as applicable, will be subject to rejection and may be returned or discarded. Certificates of insurance shall specifically include the following provisions:

- a. The City, its agents, representatives, officers, directors, officials and employees are Additional Insureds as follows:

- i. Commercial General Liability – Under Insurance Services Office, Inc., (“ISO”) Form CG 20 10 03 97 or equivalent.
 - ii. Auto Liability – Under ISO Form CA 20 48 or equivalent.
 - iii. Excess Liability – Follow Form to underlying insurance.
 - b. Architect’s insurance under which City is included as an additional insured shall be primary, non-contributory insurance with respect to performance of the Agreement.
 - c. All policies, except for Professional Liability, waive rights of recovery (subrogation) against City, its agents, representatives, officers, officials and employees for any claims arising out of work or services performed by Architect under this Agreement.
 - d. ACORD certificate of insurance form 25 (2014/01) is preferred.
13. All Certificates of Insurance shall name the City of Lee’s Summit as the certificate holder and send the certificate and any endorsements to:

City of Lee’s Summit
 220 SE Green Street
 Lee’s Summit, MO 64063-2358

B. REQUIRED INSURANCE COVERAGE:

1. Commercial General Liability: Architect shall maintain “occurrence” form Commercial General Liability insurance with an unimpaired limit of at least \$3,000,000 for each occurrence, \$3,000,000 Products and Completed Operations Annual Aggregate and a \$3,000,000 General Aggregate Limit. The policy shall cover liability arising from premises, operations, independent contractors, products-completed operations, bodily injury, personal injury and advertising injury. Coverage under the policy will be at least as broad as ISO policy form CG 00 01 93 or equivalent thereof, including but not limited to, separation of insured’s clause. To the fullest extent allowed by law, for claims arising out of the performance of this Agreement, the City, its agents, representatives, officers, officials and employees shall be endorsed as an Additional Insured under ISO, Commercial General Liability Additional Insured Endorsement forms CG 20 10 07 04 and CG 20 37 07 04, or their equivalents. If any Excess insurance is utilized to fulfill the requirements of this subsection, such Excess insurance shall be “follow form” equal or broader in coverage scope than underlying insurance.
2. Vehicle Liability: Architect shall maintain Business Automobile Liability insurance with an unimpaired limit of at least \$1,000,000 each occurrence on Architect’s owned, hired and non-owned vehicles assigned to or used in the performance of the Architect’s work or services under this Agreement. Coverage will be at least as broad as ISO coverage code “1” “any auto” policy form CA 00 01 12 93 or equivalent thereof. City, its agents, representatives, officers, directors, officials and employees shall be endorsed as an Additional Insured under ISO Business Auto policy Designated Insured Endorsement form CA 20 48 or equivalent. If any Excess insurance is utilized to fulfill

the requirements of this subsection, such Excess insurance shall be “follow form” equal or broader in coverage scope than underlying insurance.

3. **Professional Liability:** Architect shall maintain Professional Liability insurance covering negligent errors and omissions arising out of the services performed by the Architect, or anyone employed by the Architect, or anyone for whose negligent acts, mistakes, errors and omissions the Architect is legally liable, with an unimpaired liability insurance limit of at least \$3,000,000 each claim and \$3,000,000 annual aggregate. If any Excess insurance is utilized to fulfill the requirements of this subsection, such Excess insurance shall be “follow form” equal or broader in coverage scope than underlying insurance.
 4. **Workers’ Compensation Insurance:** If Architect employs anyone who is required by law to be covered by workers’ compensation insurance, Architect shall maintain Workers’ Compensation insurance to cover obligations imposed by federal and state statutes having jurisdiction over Architect’s employees engaged in the performance of work or services under this Agreement and shall also maintain Employers Liability Insurance of \$500,000 for each accident, \$500,000 disease for each employee and \$1,000,000 disease policy limit.
 5. **Cyber Liability Insurance:** If this Agreement is the subject of any services involving the City’s information technology structure, or if the Architect engages in any services in any way related to performing work involving the City’s information technology structure under this Agreement, Architect shall maintain Cyber Liability insurance with limits not less than \$3,000,000 per occurrence or claim, \$3,000,000 aggregate. Coverage shall be sufficiently broad to respond to the duties and obligations as are undertaken by Architect in this Agreement and shall include, but not be limited to, claims involving infringement of intellectual property, infringement of copyright, trademark, trade dress, invasion of privacy violations, information theft, damage to or destruction of electronic information, release of private information, alteration of electronic information, extortion and network security. The policy shall provide coverage for breach response costs, regulatory fines and penalties, and credit monitoring expenses with limits sufficient to respond to these obligations.
- C. **CANCELLATION AND EXPIRATION NOTICE:** Insurance required herein shall not expire, be canceled, or be materially changed without thirty (30) days’ prior written notice to the City.

ARTICLE VII MISCELLANEOUS PROVISIONS

The following miscellaneous provisions are agreed to by both parties to this Agreement:

- A. **COVENANT AGAINST CONTINGENT FEES:** Architect warrants that Architect has not employed or retained, and will not employ or retain for the duration of this Agreement, any company or person, other than a bona fide employee working for the Architect, to solicit or secure this Agreement, and that Architect has not paid or agreed to pay any company or person, other than bona fide employee, any fee, commission, percentage, brokerage fee, gifts, or any other

consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the City shall have the right to annul this Agreement without liability or, at its discretion, to deduct from the agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee. Architect further covenants that in the performance of this Agreement no person having such interest shall be employed.

- B. **OWNERSHIP OF DESIGN DOCUMENTS:** Payment by City to Architect as aforesaid in Article IV shall vest in City title to all drawings, sketches, studies, analyses, reports, models, and other paper, documents, computer files, and material produced by Architect exclusively for the services performed pursuant to this Agreement up to the time of such payments, and the right to use the same without other or further compensation, provided that any use for another purpose shall be without liability to the Architect . Any reuse without written verification or adaptation by Architect for the specific purpose intended will be at City’s risk and without liability or exposure to Architect.
- C. **MODIFICATIONS TO SCOPE OF WORK:** In the event of any changes in the scope of services contained in this Agreement, prior to commencing the services City and Architect shall enter into a mutually executed written modification of this Agreement describing the changes in the services to be provided by Architect and City, providing for compensation for any additional services to be performed by Architect, and providing completion times for said services.
- D. **EMERGENCY CHANGES IN SERVICES:** The Director of Development Services, with the consent of the City Manager, is authorized to execute on behalf of the City modification agreements as provided for in subsection C. above where there is an emergency and the overall compensation authorized in Article IV above, and any supplements or modifications thereto, is not increased. For purposes of this subsection, an “emergency” shall mean those unforeseen circumstances that present an immediate threat to public health, welfare, or safety; or when immediate response is necessary to prevent further damage to public property, machinery, or equipment; or when delay would result in significant financial impacts to the City as determined by the Director of Development and the City Manager.

In the event an emergency change in services is authorized by the Director of Development Services and the City Manager pursuant to this provision, the modification agreement shall be submitted to the City Council for ratification at its next available meeting.

- E. **TERMINATION:** In the event of termination by City, if there are any services hereunder in progress but not completed as of the date of termination, then said Agreement may be extended upon written approval of the City until said services are completed and accepted.
 - 1. Termination for Convenience: The services called for by this Agreement or any supplements thereto may be terminated upon request and for the convenience of City upon thirty (30) days advance written notice. City shall pay Architect for all services rendered up to the date of termination.
 - 2. Termination for Cause: This Agreement may also be terminated for cause by City or Architect. Termination for cause shall be preceded by a fourteen-(14) day correction

period effective upon delivery of written notice. City shall pay Architect for all services rendered up to the date of termination. In the event of termination for cause by City, compensation for services rendered by Architect up to the date of termination shall be offset by City's cost to mitigate or correct the effects of such termination, including but not limited to damages resulting from breach or deficiencies in performance or breach of any obligation under this Agreement.

3. Termination Due to Unavailability of Funds in Succeeding Fiscal Years: When funds are not appropriated or otherwise made available to support continuation of the Project in a subsequent fiscal year, this Agreement shall be terminated and Architect shall be reimbursed for the services rendered up to the date of termination plus the reasonable value of any nonrecurring costs incurred by Architect but not amortized in the price of the services delivered under this Agreement.
- F. **COMPLIANCE WITH LAWS**: Architect shall comply with all Federal, State, and local laws, ordinances, and regulations applicable to the services. Architect shall secure all licenses, permits, etc. from public and private sources necessary for the fulfillment of its obligations under this Agreement.
- G. **SUBLETTING ASSIGNMENT OR TRANSFER**: Architect shall not subcontract, sublet, assign, or transfer any interest in the services covered by this Agreement, except as provided for herein and except with the prior written and signed consent of City. The use of subcontractors shall in no way relieve Architect of his/her primary responsibility for the services. No approval will be necessary for non-professional services such as reproductions, printing, materials, and other services normally performed or provided by others.
- H. **CONFERENCES, VISITS TO SITE, INSPECTION OF SERVICES**: Upon reasonable advance notice and during normal business hours at Architect's place of business, representatives of City shall have the privilege of inspecting and reviewing the services being performed by Architect and consulting with him/her at such time. Conferences are to be held at the request of City or Architect.
- I. **ARCHITECT'S ENDORSEMENT**: Architect shall endorse all plans, specifications, estimates, and architectural data furnished by him/her.
- J. **INSPECTION OF DOCUMENTS**: Architect shall maintain all records pertaining to its services hereunder for inspection, upon reasonable advance notice and during normal business hours at Architect's place of business, by a City representative during the Agreement period and for three (3) years from the date of final payment for each individual project performed pursuant to this Agreement.
- K. **INDEMNIFICATION AND HOLD HARMLESS**: Architect shall indemnify, defend, and hold harmless City and its officers, employees, elected officials, and attorneys, each in their official and individual capacities (the City and any such person being herein called an "Indemnified Party"), for, from and against any and all judgments, damages, claims, fines, penalties, losses, costs, and expenses (including reasonable attorneys' fees, court costs and the costs of appellate proceedings) to which any such Indemnified Party may become subject,

under any theory of liability whatsoever (collectively “Claims”), insofar as such Claims (or actions in respect thereof) relate to, arise out of, or are caused by or based upon the intentional, reckless, or negligent acts, directives, errors, omissions, or willful misconduct, in the performance of Architect’s duties and services under this Agreement, or any supplements or amendments thereto, of Architect, or its employees, officers, agents, or any tier of subcontractor or person for which Architect may be legally liable in the performance of this Agreement. Nothing contained in this Agreement is to be construed to waive the City’s sovereign immunity or any other immunity or defense available to the City, its officers, employees, agents, or elected officials.

- L. **LIMITATION OF LIABILITY:** In no event will either Party be liable to other Party for indirect or consequential damages, and in no event will City’s liability under this Agreement exceed the amount to be paid to Architect pursuant to Article IV of this Agreement.
- M. **PROFESSIONAL RESPONSIBILITY:** Architect warrants that the Services rendered will conform to the requirements of this Agreement and with the care and skill ordinarily used by members of the same profession practicing under similar circumstances at the same time and in the same locality.
- N. **ENTIRE AGREEMENT:** This Agreement constitutes the entire agreement between the parties with respect to its subject matter, and any prior agreements, understandings, or other matters, whether oral or written, are of no further force or effect. This Agreement may be amended, changed, or supplemented only by written agreement executed by both of the parties hereto.
- O. **CONFLICT:** In the event of any conflict, ambiguity, or inconsistency between this Agreement and any other document that may be annexed hereto, the terms of this Agreement shall govern.
- P. **GOVERNING LAW:** This Agreement shall be governed by and construed in accordance with the laws of the State of Missouri, and any suit pertaining to this Agreement may be brought only in courts in eastern Jackson County, Missouri. The Parties expressly and irrevocably consent to the exclusive jurisdiction and venue of such courts and expressly waive the right to transfer or remove any such action.
- Q. **OPINION OF PROBABLE CONSTRUCTION COST AND SCHEDULE:** Since Architect has no control over the cost of labor, materials, or equipment, or over contractor’s(s’) methods of determining prices, or over competitive bidding or market conditions, the estimate of construction cost and schedule provided for herein is to be made on the basis of Architect’s experience and qualifications and represents Architect’s best judgment as a professional Architect familiar with the construction industry, but Architect cannot and does not guarantee that the bids or the Project construction cost or schedule will not vary from the opinion of probable construction cost and schedule prepared by Architect .
- R. **TAX EXEMPT:** City and its agencies are exempt from State and local sales taxes. Sites of all transactions derived from this Agreement shall be deemed to have been accomplished within the State of Missouri.

- S. SAFETY: In the performance of its services, Architect shall comply with the applicable provisions of the Federal Occupational Safety and Health Act, as well as any pertinent Federal, State and/or local safety or environmental laws and regulations.
- T. ANTI-DISCRIMINATION CLAUSE: Architect and its agents, employees, or subcontractors shall not in any way, directly or indirectly, discriminate against any person because of age, race, color, handicap, sex, national origin, or religious creed.
- U. DELAY IN PERFORMANCE: Neither City nor Architect shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the nonperforming party. For purposes of this Agreement, such circumstances include, but are not limited to, abnormal weather conditions, floods, earthquakes, fire, epidemics, war, riots, and other civil disturbances, strikes, lockouts, work slowdowns, and other labor disturbances, sabotage, judicial restraint, and delay in or inability to procure permits, licenses, or authorizations from any local, State, or Federal agency for any of the supplies, materials, accesses, or services required to be provided by either City or Architect under this Agreement. Architect and City shall be granted a reasonable extension of time for any delay in its performance caused by any such circumstances. Should such circumstances occur, the nonperforming party shall within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of the Agreement.
- V. NON-EXCLUSIVE AGREEMENT. This Agreement is entered into with the understanding and agreement that it is for the sole convenience of the City. The City reserves the right to obtain like goods and services from another source when necessary.
- W. TIME OF THE ESSENCE. Time is of the essence in this Agreement. Unless otherwise specifically provided, any consent to delay in Architect's performance of its obligation is applicable only to the particular transaction to which it relates, and is not applicable to any other obligation or transaction.
- X. SIGNATORY AUTHORITY. Each person signing this Agreement represents that such person has the requisite authority to execute this Agreement on behalf of the entity the person represents and that all necessary formalities have been met.
- Y. IMMIGRATION REQUIREMENTS. Pursuant to Section 258.530, RSMo. if Agreement exceeds five thousand dollars (\$5,000.00), Architect warrants and affirms to the City that (i) Architect is enrolled and participates in a federal work authorization program with respect to the employees working in connection with the contracted services and (ii) Architect does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.

Architect shall swear to and sign an affidavit declaring such affirmation, and provide the City with supporting documentation of its enrollment and participation in a federal work authorization program with respect to the employees working in connection with this Agreement. The required documentation must be from the federal work authorization program

provider (e.g. the electronic signature page from the E-Verify program's Memorandum of Understanding); a letter from Architect reciting compliance is not sufficient.

- Z. **RIGHTS AND REMEDIES.** No provision in this Agreement shall be construed, expressly or by implication, as waiver by the City of any existing or future right and/or remedy available by law in the event of any claim of default or breach of this Agreement. The failure of the City to insist upon the strict performance of any term or condition of this Agreement or to exercise or delay the exercise of any right or remedy provided in this Agreement, or by law, or the City's acceptance of and payment for services, shall not release the Architect from any responsibilities or obligations imposed by this Agreement or by law, and shall not be deemed a waiver of any right of the City to insist upon the strict performance of this Agreement.
- AA. **NO THIRD-PARTY RIGHTS:** The services provided for in this Agreement are for the sole use and benefit of City and Architect . Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than City and Architect.
- BB. **CONFIDENTIALITY OF RECORDS.** The Architect shall establish and maintain procedures and controls that are acceptable to the City for the purpose of ensuring that information contained in its records or obtained from the City or from others in carrying out its obligations under this Agreement shall not be used or disclosed by it, its agents, officers, or employees, except as required to perform Architect's duties under this Agreement. Persons requesting such information should be referred to the City. Architect also agrees that any information pertaining to individual persons shall not be divulged other than to employees or officers of Architect as needed for the performance of duties under this Agreement.
- CC. **ANTI-DISCRIMINATION AGAINST ISRAEL ACT.** If this Agreement has a total potential value of \$100,000 or more and Architect has 10 or more employees, the following applies. Pursuant to Section 34.600, RSMo. and to the fullest extent permitted by law, Architect certifies that Architect is not engaged in a boycott of Israel as of the Effective Date of this Agreement, and agrees for the duration of this Agreement to not engage in a boycott of Israel as defined in Section 34.600, RSMo.
- DD. **PROVISIONS REQUIRED BY LAW.** Each and every provision of law and any clause required by law to be in the Agreement will be read and enforced as though it were included herein and, if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the application of either Party, the Agreement will promptly be physically amended to make such insertion or correction.
- EE.**SEVERABILITY.** The provisions of this Agreement are severable to the extent that any provision or application held to be invalid by a Court of competent jurisdiction shall not affect any other provision or application of the Agreement which may remain in effect without the invalid provision or application.
- FF.**NOTICE:** Whenever any notice is required by this Agreement to be made, given or transmitted to any party, it shall be enclosed in an envelope with sufficient postage attached to ensure delivery and deposited in the United States Mail, first class, with notices to City addressed to:

City of Lee's Summit
Administration Department
ATTN: City Manager
220 SE Green Street
Lee's Summit, MO 64063

and notices to Architect shall be addressed to:

WSKF
110 Armour Road
Kansas City, MO 64116
Attn: Dalyn Novak

or such place as either party shall designate by written notice to the other. Said notices may also be personally hand delivered by each party to the other, at the respective addresses listed above. If hand delivered, the date of actual completion of delivery shall be considered the date of receipt. If mailed, the notice shall be considered received the third day after the date of postage.

GG. E-SIGNATURE AND COUNTERPARTS. The Parties agree that this Agreement may be signed in two or more counterparts and/or signed electronically, and all such counterparts together shall constitute one and the same agreement; such signatures shall bind the signing party in the same manner as if a handwritten signature had been delivered.

ARTICLE VIII EXHIBITS

The following Exhibits are attached to and made a part of this Agreement:

Exhibit A – Scope of Basic Services
Exhibit B – Scope of Optional Services
Exhibit C – Hourly Rates

City and Architect, by signing this Agreement, acknowledges that they have independently assured themselves and confirms that they individually have examined all Exhibits, and agrees that all of the aforesaid Exhibits shall be considered a part of this Agreement and agrees to be bound to the terms, provisions, and other requirements thereof, unless specifically excluded.

THIS AGREEMENT shall be binding on the parties thereto only after it has been duly executed and approved by City and Architect.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the 21st day of December, 2023.

CITY OF LEE'S SUMMIT, MISSOURI

ARCHITECT:


Mark Dunning, City Manager

WSKF, Inc. _____

BY:  _____

TITLE: Principal _____

ATTEST:

ATTEST:

for 
City Clerk Trisha Fowler Arcuri

APPROVED AS TO FORM:


Scott Ison,
Chief Counsel of Infrastructure and Recreation



Phase One Scope - Feasibility Study - Basic Services

The scope of services for Phase One includes a feasibility study to determine if a remodel or complete rebuild of Fire Station No. 1 provides the best long-term outcome. Phase Two scope of design and construction administration services and fees will be determined after Phase One has concluded.

The purpose of this project is to first determine if remodel or rebuild best suites the Fire Department's long-term strategic needs and design accordingly. It is expected this station will be approximately 25,000 sq/ft, two or 3 stories and provide for future growth.

Professional architectural and engineering design services for this project will include several design disciplines: civil, architectural, landscaping, structural, mechanical, electrical, plumbing, fire protection, and others as required to develop the site and remodel or rebuild the facility. Design work will be performed in collaboration with a Construction Manager (CMr TBD).

Facility to include the following key items:

- Target approximately 25,000 square foot, 3 story (one below grade) fire station.
- Twenty-four hour living facilities for 15 personnel.
- Office facilities for one (2) company officers, one (1) operations chief suite, and one (1) common/shared flex use space.
- Housing for two fire apparatus, two ambulance, One response chief vehicle, and support apparatus (anticipated design for up to 4 bays approximately 70-75' deep).
- Classroom for training.
- Wellness facility / area.
- Large common area in basement to allow for multiple uses, including public sheltering.
- Diesel exhaust filtration system.
- Affordable, LEED-based principles, as well as Green initiatives (not seeking LEED certification).
- Decontamination areas.
- Security/access control and special systems compatible with existing facilities.
- Integral workspace

Generally, the objective of the feasibility study is to assess each area within the existing fire station to confirm adequacy of space needs and operational functionality for today and future. Study tasks will address:

- 1) Space Programming Exercise
- 2) Existing Space Utilization
- 3) Cost Analysis
- 4) Feasibility Study

Space Programming

Lead a User Group Meeting to gather information regarding space needs, space utilization, and priorities for the future fire station

Meeting Prep: questions, agendas, plans, etc.

Meeting Recap: Meeting notes and updated space programming file, revisions provided to City for review/approval

Deliverable: Space Programming Document

Conditions Assessment

Building & Site Conditions Assessment to document the existing site, building, and systems (structural, mechanical, electrical, and plumbing) through on-site survey

Analyze the site, building, and building systems based on current useful life, fire station best practices, readiness, and resilience for today and 20 years from today

Adjacent Off-Site Buildings/Structures Conditions Assessment - take photos and note conditions of adjacent structures surrounding the site for record of conditions prior to any demolition work

Communications Tower Conditions Assessment - take photos and note conditions of communications tower for record of conditions prior to any demolition work

Phase 1 Environmental Assessment - study report provided by Lee's Summit and determine necessary actions for renovation or new construction

Hazardous Materials Testing to obtain information regarding hazardous materials within the building that would be disturbed during renovation or demolition

Geotechnical Report to obtain information regarding the site soils and subsurface conditions for renovation/expansion or new construction.

Survey of the Site for Site Conditions Assessment by Design Team

Title Report for legal description of the parcel of land, and requirements/notes about the property, easements, liens, encumbrances and other information affecting the title to the property at the time and date of the report

Deliverables: Facility Conditions Assessment Document (file shown during interview), Geotechnical Report, Site Survey, and Title Report

Feasibility Study

Confirm existing building plans match the building, document areas that don't align with plans

Converting AutoCAD plans to REVIT and updating them to match the existing building layout (*WSKF has the building in AutoCAD from previous projects*)

Study of Plans for reallocation of space and ideal layout within the existing footprint, assessment of square footage needed, fire design concepts, etc.

Create preliminary design options (colored box diagram plans and preliminary site plan) of recommendations reflecting current and future space needs for both renovation and new construction (20-year planning horizon)

Create Preliminary Design Narratives for all scopes of work (Arch/Struc/MEPT/Civil, etc.) to be shared with City & Construction Manager

Provide code analysis on existing facility and proposed revisions for renovation scope

Lead Review Meeting of Preliminary Design findings and provide necessary revisions/updates after the meeting and meeting notes

Deliverables: Preliminary Design (colored box diagram plans and preliminary site plan) of both options (renovation and new construction) and Preliminary Design Narratives from Architect & Consultants for use in Construction Manager Preliminary Cost Estimate

Cost Analysis

Provide annotated plans to Construction Manager for their preliminary cost estimating work; renovation and new construction options

Attend virtual meeting with Construction Manager to walk through preliminary design options for their preliminary estimating work, renovation and new construction options

Review cost estimates created by Construction Manager for errors/gaps

Meeting with Construction Manager and City to review cost estimates

Deliverables: Preliminary Cost Estimate from the Construction Manager to be included in the Feasibility Study document

Feasibility Report

Create written feasibility report with all findings from the following exercises: space programming, conditions assessment, preliminary design, and the Construction Manager's preliminary cost estimation

Presentation Meeting following completion of feasibility to study

Deliverables: Feasibility Study Document with all deliverables from previous tasks included.

Phase 1 Design Fees

TOTAL PHASE 1 DESIGN FEE* \$ 74,990

Design Team

McClure Engineering	Civil Engineer/Landscape Architect
WSKF Architects + Interior Design	Architect/Interior Designer
Leigh + O'Kane	Structural Engineer
PKMR Engineers	MEP Engineer

Phase One Scope - Feasibility Study - Optional Services

The items noted below are testing and inspections important for this Phase One scope of work to fully investigate the facility and site thoroughly. These tests and inspections can be ordered directly by the City of Lee's Summit or WSKF Architects can help arrange for them. The City of Lee's Summit would receive the invoices from each of these companies directly from each company and not through WSKF Architects.

Phase 1 Testing Fees*

	Fee	
Phase 1 Environmental Assessment	\$ 2,400	Terracon
Hazardous Materials Testing (asbestos & lead)	\$ 3,400	Terracon
UST Removal Oversight & Sampling**	\$ 7,200	Terracon
Geotechnical Report	\$ 7,000	Terracon
Site Survey	\$ 18,490	McClure Engineering
Title Report	\$ 350	Coffelt Land Title Inc.
TOTAL PHASE 1 TESTING FEES**	\$ 38,840	

* Testing can be contracted directly with companies noted. Copies of the proposals can be provided to the City of Lee's Summit.

** This testing may not be needed; testing may include duplication of work previously completed



110 Armour Rd
North Kansas City, MO 64116
p. 816.300.4101
wskfarch.com

EXHIBIT C

Standard Hourly Billing Rates – 2024

1/1/2024

Principals

- Managing Principal \$232.00/hr.
- Principal \$185.00/hr.
- Marketing Director \$155.00/hr.

Architects / Designers

- Project Manager \$170.00/hr.
- Senior Project Architect \$165.00/hr.
- Project Architect \$150.00/hr.
- Senior Project Designer \$144.00/hr.
- Architect \$129.00/hr.
- Project Designer \$118.00/hr.
- Designer \$98.00/hr.
- Intern \$52.00/hr.

Interior Designers

- Senior Interior Designer \$144.00/hr.
- Project Interior Designer \$108.00/hr.
- Interior Designer \$98.00/hr.
- Assistant Interior Designer \$88.00/hr.

Professional Support

- Accountant 98.00/hr.

Clerical

- Clerical \$93.00/hr.



McCLURE ENGINEERING COMPANY

HOURLY RATE SCHEDULE

(Effective 1/1/2024 through 12/31/2024)

PERSONNEL	HOURLY RATE
Principal	\$270 - \$295
Project Manager	\$185 - \$230
Senior Professional.....	\$185 - \$285
Professional.....	\$155 - \$185
Junior Professional.....	\$125 - \$155
Senior Technician	\$155 - \$175
Technician.....	\$115 - \$135
Landscape Architect	\$125 - \$160
On-Site Representative	\$115 - \$155
Client/Project Liaison	\$135 - \$185
Administrative	\$65 - \$85
Public Relations	\$115 - \$150
3 Member Survey Crew	\$280
2 Member Survey Crew	\$210
1 Member Survey Crew	\$135
EQUIPMENT	
3D Scanner per Scan	\$30.00
Photogrammetry Drone per Flight.....	\$125.00
Sonar Boat	\$125.00
LiDAR Drone per Flight.....	\$250.00
MISCELLANEOUS EXPENSES	
Survey Vehicle Mileage.....	\$0.75/Mile + \$0.15 fuel surcharge
Automobile Mileage (at current IRS rate).....	Current IRS Rate
Printing.....	Per Contract
Survey Supplies (Hubs, Lath, Paint, Nails, etc.)	Per Contract
Out-of-Pocket Expenses (Meals, Hotels, etc.).....	Per Contract

*Rates are subject to change based on billing rates for future years



250 NE Mulberry St., Suite 201
Lee's Summit, MO 64086
816.444.3144
www.leok.com

EXHIBIT C

2024 Billing Rates

Management

Principal - \$225

Project Manager - \$173

Engineering Staff

Senior Structural Engineer - \$157

Structural Engineer - \$142

Engineering Technician - \$105

Construction Services

Senior Special Inspector - \$135

Reinforcing Special Inspector - \$115

Concrete/Masonry Tester - \$85



PEARSON KENT MCKINLEY RAAF ENGINEERS
13300 W. 98TH STREET LENEXA, KS 66215

2024 Hourly Rates (Rates are valid until the end of 2024)

Principal	\$220 / Hr
Project Manager	\$195 / Hr
Senior Engineer	\$180 / Hr
Engineer	\$170 / Hr
Senior Designer	\$165 / Hr
Designer	\$145 / Hr
CAD Technician	\$125 / Hr
Administrative	\$90 / Hr