
**PROFESSIONAL SERVICES CONTRACT
FOR ARCHITECTURE & ENGINEERING SERVICES
(Renovations of Sheriff’s Office Crime Lab & Intake Offices)**

Important Notice: County Purchase Orders and Contracts constitute expenditures of public funds, and all vendors are hereby placed on notice that any quotes, invoices or any other forms that seek to unilaterally impose contractual or quasicontractual terms are subject to the extent authorized by Texas law, including but not limited to Tex. Const. art. XI, § 7, the Texas Government Code, the Texas Local Government Code, the Texas Transportation Code, the Texas Health & Safety Code, and Opinions of the Texas Attorney General relevant to local governmental entities.

THIS CONTRACT is made and entered into by and between **Williamson County, Texas** (hereinafter “The County”), a political subdivision of the State of Texas, acting herein by and through its governing body, and KAH Architecture and Interior Design, LLC (hereinafter “Service Provider”). The County agrees to engage Service Provider as an independent contractor, to assist in providing certain operational services pursuant to the following terms, conditions, and restrictions:

I.

No Agency Relationship & Indemnification: It is understood and agreed that Service Provider shall not in any sense be considered a partner or joint venturer with The County, nor shall Service Provider hold himself out as an agent or official representative of The County unless expressly authorized to do so by a majority of the Williamson County Commissioners Court. Service Provider shall be considered an independent contractor for the purpose of this agreement and shall in no manner incur any expense or liability on behalf of The County other than what may be expressly allowed under this agreement. The County will not be liable for any loss, cost, expense or damage, whether indirect, incidental, punitive, exemplary, consequential of any kind whatsoever for any acts by Service Provider or failure to act relating to the services being provided. Service Provider agrees to indemnify, hold harmless, and defend The County against any claim, demand, loss, injury, damages, action, or liability of any kind against The County resulting from any services Service Provider perform on behalf of The County.

II.

No Waiver of Sovereign Immunity or Powers: Nothing in this agreement will be deemed to constitute a waiver of sovereign immunity or powers of The County, the Williamson County Commissioners Court, or the Williamson County Judge.

III.

No Assignment: Service Provider may not assign this contract.

IV.

Compliance With All Laws: Service Provider agrees and will comply with any and all local, state or federal requirements with respect to the services rendered.

V.

Consideration and Compensation: Service Provider will be compensated based on the attached Fee Proposal, which is marked as Exhibit "A" and incorporated herein as if copied in full. **The not-to-exceed amount under this agreement is \$10,300.00, unless amended by a change order and approved by the Williamson County Commissioners Court.** Payment for goods and services shall be governed by Chapter 2251 of the Texas Government Code. An invoice shall be deemed overdue the 31st day after the later of (1) the date The County receives the goods under the contract; (2) the date the performance of the service under the contract is completed; or (3) the date the Williamson County Auditor receives an invoice for the goods or services. Interest charges for any overdue payments shall be paid by The County in accordance with Texas Government Code Section 2251.025. More specifically, the rate of interest that shall accrue on a late payment is the rate in effect on September 1 of The County's fiscal year in which the payment becomes due. The said rate in effect on September 1 shall be equal to the sum of one percent (1%); and (2) the prime rate published in the Wall Street Journal on the first day of July of the preceding fiscal year that does not fall on a Saturday or Sunday.

VI.

Services: Service Provider shall provide services *as an independent contractor* pursuant to terms and policies of the Williamson County Commissioners Court. Service Provider expressly acknowledges that he or she is not an employee of The County. The services include, but are not limited to the following items in order to complete the project:

As described in the attached Exhibit A, which is incorporated herein as if copied in full.

VII.

Good Faith Clause: Service Provider agrees to act in good faith in the performance of this agreement.

VIII.

Confidentiality: Service Provider expressly agrees that he or she will not use any incidental confidential information that may be obtained while working in a governmental setting for his or her own benefit, and agrees that he or she will not enter any unauthorized areas or access confidential information and he or she will not disclose any information to unauthorized third parties, and will take care to guard the security of the information at all times.

IX.

Termination: This agreement may be terminated at any time at the option of either party, without *future or prospective* liability for performance upon giving thirty (30) days written notice thereof.

X.

Venue and Applicable Law: Venue of this contract shall be Williamson County, Texas, and the laws of the State of Texas shall govern all terms and conditions.

XI.

Effective Date and Term: This contract shall be in full force and effect when signed by all parties and shall continue for a reasonable time period for the specific project and shall terminate upon project completion or when terminated pursuant to paragraph IX above.

XII.

Severability: In case any one or more of the provisions contained in this agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision in this agreement and this agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained in it.

XIII.

Right to Audit: Service Provider agrees that The County or its duly authorized representatives shall, until the expiration of three (3) years after final payment under this Agreement, have access to and the right to examine and photocopy any and all books, documents, papers and records of Service Provider which are directly pertinent to the services to be performed under this Agreement for the purposes of making audits, examinations, excerpts, and transcriptions. Service Provider agrees that The County shall have access during normal working hours to all necessary Service Provider facilities and shall be provided adequate and appropriate work space in order to conduct audits in compliance with the provisions of this section. The County shall give Service Provider reasonable advance notice of intended audits.

XIV.

County Judge or Presiding Officer Authorized to Sign Contract: The presiding officer of The County's governing body who is authorized to execute this instrument by order duly recorded may execute this contract on behalf of The County.

WITNESS the signatures of all parties in duplicate originals this the ____ day of _____, 2015.

WILLIAMSON COUNTY:

SERVICE PROVIDER:

Authorized Signature



Authorized Signature



PROPOSAL FOR PROFESSIONAL SERVICES

**RENOVATIONS OF CRIME LAB & INTAKE OFFICES
FOR**

Williamson County

This Proposal is for Renovations of the Crime Lab & Intake by KAH Architecture and Interior Design, LLC, a Texas limited liability company. Please reference the following:

SCOPE OF THE PROJECT

The following proposal is based on Renovations of Existing Crime Lab & Intake Offices for Williamson County.

Scope of Services Provided:

- Conduct a walk-through and review of the facility
- Review and consider the recommended renovation improvements
- Develop conceptual floor plans
- Provide Construction Documents
- Aid in Bidding
- Limited Construction Observation

KAH Architecture Professional Hours Estimated:

• Principal Architect	6 Hours @ \$ 225.00/hour	\$ 1,350.00
• Interior Designer	20 Hours @ \$ 150.00/hour	\$ 3,000.00
• CAD Technician	30 Hours @ \$ 2,250.00/hour	\$ 2,250.00
• Administrative	4 Hours @ \$ 200.00/hour	<u>\$ 200.00</u>
	TOTAL	\$ 6,800.00 (Hourly)

Mechanical Electrical & Plumbing Engineering:

- Mechanical & Electrical Engineer \$ 3,500.00 (Fixed Fee)

Total Proposal Not to Exceed Costs: \$ 10,300.00

Items Not Included in this Proposal:

This scope of work does not include the following services. If required, these services would be performed at additional cost:

- 1 Building Permit
- 2 Civil Engineering
- 3 Structural Engineering
- 4 Zoning
- 5 Annexation
- 6 Roofing Consultant
- 7 Landscape Architect
- 8 Site Topographic & Tree Survey
- 9 Easements
- 10 Soils Investigation & Testing
- 11 ADA Inspection & Services

Owner Approval and Design Changes:

Client will Approve or Disapprove design at the end of each phase. Once approvals have been made and work has begun on the next phase of work, changes will be handled as follows:

General Changes: Unless otherwise provided in the Proposal, and except as otherwise provided for herein, Client shall pay additional charges for changes requested by Client which are outside the scope of the Services on a time and material basis, at the Architect's standard hourly rate. Such charges shall be in addition to all other amounts payable under the Proposal, despite any maximum budget, contract price, or final price identified therein. Architect may extend or modify any delivery schedule or deadlines in the Proposal and Deliverables as may be required by such Changes.

Substantive Changes: If Client requests or instructs Changes that amount to a revision in or near excess of ten percent (10%) of the time required to produce the Deliverables, and or the value or scope of the Services, Architect shall be entitled to submit a new and separate Proposal to Client for written approval. Work shall not begin on the revised services until a fully signed revised Proposal and, if required, any additional retainer fees are received by the Architect.

Terms of Proposal:

Should this project be postponed for more than 6 months from the date of this Proposal, the Architect will have the right to revise the Probable Cost of Construction and thus revise fees accordingly. If at any time the budget or scope of the work changes significantly, the architectural & engineering fees will be changed accordingly.

Hourly Rates:

Principal	\$225.00 / hr
Interior Designer	\$150.00 / hr
Administrative	\$50.00 / hr
CAD Technician	\$75.00 / hr

For a Change in Services of the Architect's consultants, compensation shall be computed as a multiple of one (1) times the amounts billed to the Architect for such services.

Reimbursable Expenses:

For Reimbursable Expenses and any other items included in this Work Order as Reimbursable Expenses, the compensation shall be computed as a multiplier of one (1) times the expenses incurred by the Architect, and the Architect's employees and consultants. Other Reimbursable Expenses, if any, are as follows:

Reimbursable expenses shall be subject to the following rate limitations:

Expense Item	Rate/Amount
Printing	\$3.00/6 square feet
Photo Copying	\$0.20 per page

KAH Architecture & Interior Design appreciates this opportunity to provide this proposal to Williamson County.

Sincerely:

Keith A. Hickman AIA
KAH Architecture & Interior Design