

EXHIBIT “A”

SERVICE FEE SCHEDULE

	TOTAL	SD	DD	CD	BN	CA
% of Basic Services Fee by Phase	100%	15%	30%	35%	5%	15%
Architect of Record (THR3E Design LLC)	\$395,500.00	\$59,325.00	\$118,650.00	\$138,425.00	\$19,775.00	\$59,325.00
Normal Consultant Fees Included:						
Structural (StructuresPE)	\$55,000.00	\$8,250.00	\$16,500.00	\$19,250.00	\$2,750.00	\$8,250.00
MEP (DBR)	\$143,500.00	\$21,525.00	\$43,050.00	\$50,225.00	\$7,175.00	\$21,525.00
Total Basic Services A/E Fee:	\$594,000.00	\$89,100.00	\$178,200.00	\$207,900.00	\$29,700.00	\$89,100.00
<u>Other Additional Service Consultants Included:</u>						
Civil Engineering (MBCO):	\$126,960.00	\$19,044.00	\$38,088.00	\$44,436.00	\$6,348.00	\$19,044.00
<i>Site Civil Design (\$43,960.00)</i>						
<i>Topographical Survey (\$34,350.00)</i>						
<i>Traffic Impact Analysis (\$23,500.00)</i>						
<i>Survey Control (\$4,520.00)</i>						
<i>*Survey Boundary (\$5,825.00)</i>						
<i>*Re-Platting (\$10,005.00)</i>						
<i>*Water Meter Easements (\$4,300.00)</i>						
<i>*Title Commitment (\$500.00)</i>						
Landscape (Landology)	\$10,500.00	\$1,575.00	\$3,150.00	\$3,675.00	\$525.00	\$1,575.00
MEQ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Furniture Design (THR3E Design LLC)	\$28,000.00	\$4,200.00	\$8,400.00	\$9,800.00	\$1,400.00	\$4,200.00
Windstorm Inspector	\$5,000.00	\$750.00	\$1,500.00	\$1,750.00	\$250.00	\$750.00
Low voltage/Security (Atlas)	\$18,200.00	\$2,730.00	\$5,460.00	\$6,370.00	\$910.00	\$2,730.00
Total of All Other Included Consultants:	\$188,660.00	\$28,299.00	\$56,598.00	\$66,031.00	\$9,433.00	\$28,299.00
Project Total A/E and Other Consultant(s) Fee:	\$782,660.00	\$117,399.00	\$234,798.00	\$273,931.00	\$39,133.00	\$117,399.00

SERVICE FEE SCHEDULE						
% of Basic Services Fee by Phase	TOTAL 100%	SD 15%	DD 30%	CD 35%	BN 5%	CA 15%
Architect of Record (THR3E Design LLC)	\$431,400.00	\$64,710.00	\$129,420.00	\$150,990.00	\$21,570.00	\$64,710.00
Normal Consultant Fees Included:						
Structural (StructuresPE)	\$60,000.00	\$9,000.00	\$18,000.00	\$21,000.00	\$3,000.00	\$9,000.00
MEP (DBR)	\$162,000.00	\$24,300.00	\$48,600.00	\$56,700.00	\$8,100.00	\$24,300.00
Total Basic Services A/E Fee:	\$653,400.00	\$98,010.00	\$196,020.00	\$228,690.00	\$32,670.00	\$98,010.00
<u>Other Additional Service Consultants Included:</u>						
Civil Engineering(MBCO):	\$131,815.00	\$19,772.25	\$39,544.50	\$46,135.25	\$6,590.75	\$19,772.25
<i>Site Civil Design (\$44,315.00)</i>						
<i>Topographical Survey (\$38,850.00)</i>						
<i>Traffic Impact Analysis (\$23,500.00)</i>						
<i>Survey Control (\$4,520.00)</i>						
<i>*Survey Boundary (\$5,825.00)</i>						
<i>*Re-Platting (\$10,005.00)</i>						
<i>*Water Meter Easements (\$4,300.00)</i>						
<i>*Title Commitment (\$500.00)</i>						
Landscape (Landology)	\$10,500.00	\$1,575.00	\$3,150.00	\$3,675.00	\$525.00	\$1,575.00
Medical Equipment Planner (P&Co.)	\$25,000.00	\$3,750.00	\$7,500.00	\$8,750.00	\$1,250.00	\$3,750.00
Windstorm Inspector	\$5,000.00	\$750.00	\$1,500.00	\$1,750.00	\$250.00	\$750.00
Low voltage/Security (Atlas)	\$23,550.00	\$3,532.50	\$7,065.00	\$8,242.50	\$1,177.50	\$3,532.50
Total of All Other Included Consultants:	\$195,865.00	\$29,379.75	\$58,759.50	\$68,552.75	\$9,793.25	\$29,379.75
Project Total A/E and Other Consultant(s) Fee:	\$849,265.00	\$127,389.75	\$254,779.50	\$297,242.75	\$42,463.25	\$127,389.75

AIA® Document B101® – 2017

Standard Form of Agreement Between Owner and Architect

AGREEMENT made as of the Thirtieth day of March in the year Two Thousand Twenty-Six

(In words, indicate day, month and year.)

BETWEEN the Architect's client identified as the Owner:

(Name, legal status, address and other information)

Winnie-Stowell Hospital District
PO Box 1997
Winnie, TX 77665

and the Architect:

(Name, legal status, address and other information)

THR3E Design LLC
12950 Dairy Ashford Rd
Sugar Land, TX 77478
(346) 484-3300

for the following Project:

(Name, location and detailed description)

Winnie Medical Clinic
Winnie, TX 77665

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes 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 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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TABLE OF ARTICLES

- 1 INITIAL INFORMATION
- 2 ARCHITECT'S RESPONSIBILITIES
- 3 SCOPE OF ARCHITECT'S BASIC SERVICES
- 4 SUPPLEMENTAL AND ADDITIONAL SERVICES
- 5 OWNER'S RESPONSIBILITIES
- 6 COST OF THE WORK
- 7 COPYRIGHTS AND LICENSES
- 8 CLAIMS AND DISPUTES
- 9 TERMINATION OR SUSPENSION
- 10 MISCELLANEOUS PROVISIONS
- 11 COMPENSATION
- 12 SPECIAL TERMS AND CONDITIONS
- 13 SCOPE OF THE AGREEMENT

ARTICLE 1 INITIAL INFORMATION

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

(For each item in this section, insert the information or a statement such as "not applicable" or "unknown at time of execution.")

§ 1.1.1 The Owner's program for the Project:

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

Approximately 15,000 square foot medical clinic. Refer to Exhibit A for approved floor plan from March 17, 2026 Board visioning session.

§ 1.1.2 The Project's physical characteristics:

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

The project is located on a 13.9-acre site bounded by State Highway 124 and Chestnut Road, located in Winnie, Texas.

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

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

\$12,000,000.00

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

- .1 Design phase milestone dates, if any:

Schematic Design – 4 weeks

Design Development – 6 weeks
Construction Documents – 6 weeks
Permitting – 8 weeks

- .2 Construction commencement date:

TBD

- .3 Substantial Completion date or dates:

Following Permitting, estimate of 52 weeks of construction duration.

- .4 Other milestone dates:

TBD

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

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

Construction Manager at Risk (CMAR)

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

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

Not Applicable

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

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

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

Edward Murrell
Board President
PO Box 1997
Winnie, TX 77665
Phone: 409-656-3414
Email: murrelledward@yahoo.com

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

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

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

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

- .1 Geotechnical Engineer:

TBD

.2 Other Consultant:

TBD

.3 Other, if any:

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

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

Jennifer Higgins, AIA
12950 Dairy Ashford Rd
Sugar Land, TX 77478
(281) 620-7727

jhiggins@thr3edesign.com

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

§ 1.1.11.1 Consultants retained under Basic Services:

.1 Structural Engineer:

StructuresPE, LLP
Stephen TenBrook, P.E.
4315 Guadalupe St, Suite 301
Austin, TX 78751
(512) 524-3708

.2 Mechanical Engineer:

DBR Engineering Consultants, Inc
Brian Jenkins, President | COO
9990 Richmond Avenue, South Building, Suite 300
Houston, TX 77042
(713) 914-0888

.3 Medical Equipment Planner:

Peti And Company
Peti Jones Thompson
PO Box 580015
Houston, TX 77258
(713) 480-1342

.4 Low Voltage / Security / Telecom:

Atlas Technology Consulting & Management, LLC
William Scabora, PSP, RCDD
14150 Huffmeister Rd. Suite 200
Cypress, TX 77429
(512) 468-8300

.5 Civil Engineer:

MBCO Engineering, LLC
Callie Bletsch
1505 Highway 6 South, Suite 180
Houston, TX 77077
(281) 760-1656

§ 1.1.11.2 Consultants retained under Supplemental Services:

Architect's consultants retained under Supplemental Services are shown in Section 1.1.11.1. Windstorm Inspector is TBD.

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

Refer to Section 12 for Owner specific cost control measures.

§ 1.2 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that the Initial Information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the Architect's services, schedule for the Architect's services, and the Architect's compensation. The Owner shall adjust the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

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

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

ARTICLE 2 ARCHITECT'S RESPONSIBILITIES

§ 2.1 The Architect shall provide professional services as set forth in this Agreement. The Architect represents that it is properly licensed in the jurisdiction where the Project is located to provide the services required by this Agreement, or shall cause such services to be performed by appropriately licensed design professionals.

§ 2.2 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

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

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

§ 2.5 The Architect shall maintain the following insurance until termination of this Agreement. If any of the requirements set forth below are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect as set forth in Section 11.9.

§ 2.5.1 Commercial General Liability with policy limits of not less than One Million Dollars and Zero Cents (\$ 1,000,000.00) for each occurrence and Two Million Dollars and Zero Cents (\$ 2,000,000.00) in the aggregate for bodily injury and property damage.

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

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

§ 2.5.4 Workers' Compensation at statutory limits.

§ 2.5.5 Employers' Liability with policy limits not less than One Million Dollars and Zero Cents (\$ 1,000,000.00) each accident, One Million Dollars and Zero Cents (\$ 1,000,000.00) each employee, and One Million Dollars and Zero Cents (\$ 1,000,000.00) policy limit.

§ 2.5.6 Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than Five Million Dollars and Zero Cents (\$ 5,000,000.00) per claim and Five Million Dollars and Zero Cents (\$ 5,000,000.00) in the aggregate.

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

§ 2.5.8 The Architect shall provide certificates of insurance to the Owner that evidence compliance with the requirements in this Section 2.5.

ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

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

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

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

§ 3.1.3 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion 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, or for the Owner's acceptance of non-conforming Work, made or given without the Architect's written approval.

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

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

§ 3.2 Schematic Design Phase Services

§ 3.2.1 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, the proposed procurement and delivery method, and other Initial Information, each in terms of the other, to ascertain the requirements of the Project. The Architect shall notify the Owner of (1) any inconsistencies discovered in the information, and (2) other information or consulting services that may be reasonably needed for the Project.

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

§ 3.2.4 Based on the Project requirements agreed upon with the Owner, the Architect shall prepare and present, for the Owner's approval, a preliminary design illustrating the scale and relationship of the Project components.

§ 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 representations. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

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

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

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

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

§ 3.3 Design Development Phase Services

§ 3.3.1 Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix

and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and other appropriate elements. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish, in general, their quality levels.

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

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

§ 3.4 Construction Documents Phase Services

§ 3.4.1 Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Owner's approval. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels and performance criteria of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that, in order to perform the Work, the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals, which the Architect shall review in accordance with Section 3.6.4.

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

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

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

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

§ 3.5 Procurement Phase Services

§ 3.5.1 General

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

§ 3.5.2 Competitive Bidding

§ 3.5.2.1 Bidding Documents shall consist of bidding requirements and proposed Contract Documents.

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

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

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

§ 3.5.3 Negotiated Proposals

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

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

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

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

§ 3.6 Construction Phase Services

§ 3.6.1 General

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

§ 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, but shall not have control over or charge of, and shall not be responsible for, acts or omissions of the Contractor or of any other persons or entities performing portions of the Work.

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

§ 3.6.2 Evaluations of the Work

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

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

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

§ 3.6.2.4 Interpretations and decisions of the Architect shall be consistent with the intent of, and reasonably inferable from, the Contract Documents and shall be in writing or in the form of drawings. When making such interpretations and

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

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

§ 3.6.3 Certificates for Payment to Contractor

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

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

§ 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 of the schedule. The Architect's action in reviewing submittals shall be taken in accordance with the approved submittal schedule or, in the absence of an approved submittal schedule, with reasonable promptness while allowing sufficient time, in the Architect's professional judgment, to permit adequate review.

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

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

§ 3.6.4.4 Subject to Section 4.2, the Architect shall review and respond to requests for information about the Contract Documents. The Architect shall set forth, in the Contract Documents, the requirements for requests for information. Requests for information shall include, at a minimum, a detailed written statement that indicates the specific Drawings or Specifications in need of clarification and the nature of the clarification requested. The Architect's response to such requests shall be made in writing within any time limits agreed upon, or otherwise with reasonable promptness. If appropriate, the Architect shall prepare and issue supplemental Drawings and Specifications in response to the requests

for information.

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

§ 3.6.5 Changes in the Work

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

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

§ 3.6.6 Project Completion

§ 3.6.6.1 The Architect shall:

- .1 conduct inspections to determine the date or dates of Substantial Completion and the date of final completion;
- .2 issue Certificates of Substantial Completion;
- .3 forward to the Owner, for the Owner's review and records, written warranties and related documents required by the Contract Documents and received from the Contractor; and,
- .4 issue a final Certificate for Payment based upon a final inspection indicating that, to the best of the Architect's knowledge, information, and belief, 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 Substantial Completion has been achieved, the Architect shall inform the Owner about the balance of the Contract Sum remaining to be paid the Contractor, including the amount to be retained from the Contract Sum, if any, for final completion or correction of the Work.

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

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

ARTICLE 4 SUPPLEMENTAL AND ADDITIONAL SERVICES

§ 4.1 Supplemental Services

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

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

Supplemental Services	Responsibility <i>(Architect, Owner, or not provided)</i>
§ 4.1.1.1 Programming	Not Provided
§ 4.1.1.2 Multiple preliminary designs	Not Provided

§ 4.1.1.3	Measured drawings	Not Provided
§ 4.1.1.4	Existing facilities surveys	Not Provided
§ 4.1.1.5	Site evaluation and planning	Not Provided
§ 4.1.1.6	Building Information Model management responsibilities	Not Provided
§ 4.1.1.7	Development of Building Information Models for post construction use	Not Provided
§ 4.1.1.8	Civil engineering	Architect
§ 4.1.1.9	Landscape design	Architect
§ 4.1.1.10	Architectural interior design	Architect
§ 4.1.1.11	Value analysis	Not Provided
§ 4.1.1.12	Detailed cost estimating beyond that required in Section 6.3	Not Provided
§ 4.1.1.13	On-site project representation	Not Provided
§ 4.1.1.14	Conformed documents for construction	Not Provided
§ 4.1.1.15	As-designed record drawings	Not Provided
§ 4.1.1.16	As-constructed record drawings	Not Provided
§ 4.1.1.17	Post-occupancy evaluation	Not Provided
§ 4.1.1.18	Facility support services	Not Provided
§ 4.1.1.19	Tenant-related services	Not Provided
§ 4.1.1.20	Architect's coordination of the Owner's consultants	Architect / Owner
§ 4.1.1.21	Telecommunications/data design	Architect
§ 4.1.1.22	Security evaluation and planning	Not Provided
§ 4.1.1.23	Commissioning	Not Provided
§ 4.1.1.24	Sustainable Project Services pursuant to Section 4.1.3	Not Provided
§ 4.1.1.25	Fast-track design services	Not Provided
§ 4.1.1.26	Multiple bid packages	Architect
§ 4.1.1.27	Historic preservation	Not Provided
§ 4.1.1.28	Furniture, furnishings, and equipment design	Architect
§ 4.1.1.29	Other services provided by specialty Consultants	Windstorm Inspector - Architect
§ 4.1.1.30	Other Supplemental Services	Not Provided

§ 4.1.2 Description of Supplemental Services

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

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

- § 4.1.1.8 Civil engineering – site civil design, topographical survey, traffic impact analysis, survey control, survey boundary, re-platting, water meter easements, title commitment is provided.
- § 4.1.1.9 Landscape Design – landscape architecture is provided.
- § 4.1.1.10 Architectural Interior Design – interior design is provided.
- § 4.1.1.20 Architect's coordination of Owner's Consultants – coordination of Owner's consultants is provided.
- § 4.1.1.21 Telecommunications/Data Design – low voltage/security design is provided.
- § 4.1.1.26 Multiple Bid Packages – multiple bid packages, if needed, is provided.

- § 4.1.1.28 Furniture, Furnishings, and Equipment Design – furniture design is provided. Medical Equipment Planning is not included within this section.
- § 4.1.1.29 Other Services Provided by Specialty Consultants – windstorm inspector is provided.

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

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

- § 4.1.1.20 Architect's coordination of Owner's Consultants – Owner is to provide Medical Equipment data.

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

§ 4.2 Architect's Additional Services

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

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

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the enactment or revision of codes, laws, or regulations, including changing or editing previously prepared Instruments of Service;
- .3 Changing or editing previously prepared Instruments of Service necessitated by official interpretations of applicable codes, laws or regulations that are either (a) contrary to specific interpretations by the applicable authorities having jurisdiction made prior to the issuance of the building permit, or (b) contrary to requirements of the Instruments of Service when those Instruments of Service were prepared in accordance with the applicable standard of care;
- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;
- .5 Preparing digital models or other design documentation for transmission to the Owner's consultants and contractors, or to other Owner-authorized recipients;
- .6 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 Preparation for, and attendance at, a public presentation, meeting or hearing;
- .8 Preparation for, and attendance at, a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 Evaluation of the qualifications of entities providing bids or proposals;
- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction; or,
- .11 Assistance to the Initial Decision Maker, if other than the Architect.
- .12 Architect has included 10 meetings and 3 board meetings during the design phase, as shown in Section 1.1.4.1. Any additional meeting during the design phase as identified in Section 1.1.4.1 shall be an Additional Service.

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

- .1 Reviewing a Contractor's submittal out of sequence from the submittal schedule approved by the Architect;
- .2 Responding to the Contractor's requests for information that are not prepared in accordance with the Contract Documents or where such information is available to the Contractor from a careful study and

- comparison of the Contract Documents, field conditions, other Owner-provided information, Contractor-prepared coordination drawings, or prior Project correspondence or documentation;
- .3 Preparing Change Orders and Construction Change Directives that require evaluation of Contractor's proposals and supporting data, or the preparation or revision of Instruments of Service;
 - .4 Evaluating an extensive number of Claims as the Initial Decision Maker; or,
 - .5 Evaluating substitutions proposed by the Owner or Contractor and making subsequent revisions to Instruments of Service resulting therefrom.

§ 4.2.3 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 Two (2) reviews of each Shop Drawing, Product Data item, sample and similar submittals of the Contractor
- .2 Ten (10) visits to the site by the Architect during construction
- .3 One (1) observations for any portion of the Work to determine whether such portion of the Work is substantially complete in accordance with the requirements of the Contract Documents
- .4 One (1) observations for any portion of the Work to determine final completion.

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

§ 4.2.5 If the services covered by this Agreement have not been completed within Fifteen (15) months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

ARTICLE 5 OWNER'S RESPONSIBILITIES

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

§ 5.2 The Owner shall establish the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. The Owner shall update the Owner's budget for the Project as necessary throughout the duration of the Project until final completion. 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 other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

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

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

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

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

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

§ 5.10 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

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

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

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

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

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

ARTICLE 6 COST OF THE WORK

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

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

§ 6.3 In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding, and price escalation; to determine what materials, equipment, component systems, and types of construction are to be included in the Contract Documents; to recommend reasonable adjustments in the program and scope of the

Project; and to include design alternates as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requires a detailed estimate of the Cost of the Work, the Architect shall provide such an estimate, if identified as the Architect's responsibility in Section 4.1.1, as a Supplemental Service.

§ 6.4 If, through no fault of the Architect, the Procurement Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, the Owner'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.

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

ARTICLE 7 COPYRIGHTS AND LICENSES

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.

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

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

Agreement for cause under Section 9.4.

§ 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.

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

ARTICLE 8 CLAIMS AND DISPUTES

§ 8.1 General

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

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

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

§ 8.2 Mediation

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

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

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

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

(Check the appropriate box.)

[☐] Arbitration pursuant to Section 8.3 of this Agreement

[☒] Litigation in a court of competent jurisdiction

[☐] Other: *(Specify)*

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

§ 8.3 Arbitration

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

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

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

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

§ 8.3.4 Consolidation or Joinder

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

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

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

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

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 Owner shall pay the Architect all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the

interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

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

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

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

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

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

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

.1 Termination Fee:

Zero Dollars and Zero Cents (\$0.00)

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

Zero Dollars and Zero Cents (\$0.00)

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

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

ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.

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

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns, and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement, including any payments due to the Architect by the Owner prior to the assignment.

§ 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. This Section 10.7 shall survive the termination of this Agreement unless the Owner terminates this Agreement for cause pursuant to Section 9.4.

§ 10.8 If the Architect or Owner receives information specifically designated as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except as set forth in Section 10.8.1. This Section 10.8 shall survive the termination of this Agreement.

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

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

ARTICLE 11 COMPENSATION

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

- .1 Stipulated Sum
(Insert amount)

\$782,660.00

(Seven Hundred Eighty-Two Thousand Six Hundred Sixty Dollars and Zero Cents
Refer to Exhibit B – Service Fee Schedule, for breakdown of costs.

- .2 Percentage Basis
(Insert percentage value)

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

- .3 Other
(Describe the method of compensation)

§ 11.2 For the Architect's Supplemental Services designated in Section 4.1.1 and for any Sustainability Services required pursuant to Section 4.1.3, the Owner shall compensate the Architect as follows:

(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)

- Items identified below are included in Section 11.1.1 Stipulated Sum.
- § 4.1.1.8 Civil engineering – site civil design, topographical survey, traffic impact analysis, survey control, survey boundary, re-platting, water meter easements, title commitment is provided.
- § 4.1.1.9 Landscape Design – landscape architecture is provided.
- § 4.1.1.10 Architectural Interior Design – interior design is provided.
- § 4.1.1.20 Architect’s coordination of Owner’s Consultants – coordination of Owner’s consultants is provided.
- § 4.1.1.21 Telecommunications/Data Design – low voltage/security design is provided.
- § 4.1.1.26 Multiple Bid Packages – multiple bid packages, if needed, is provided.
- § 4.1.1.28 Furniture, Furnishings, and Equipment Design – furniture design is provided. Medical Equipment Planning is not included within this section.
- § 4.1.1.29 Other Services Provided by Specialty Consultants – windstorm inspector is provided.

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

Agreed upon timecard and expense basis or agreed upon Lump Sum.

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

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

Schematic Design Phase	Fifteen percent (	15	%)
Design Development Phase	Thirty percent (	30	%)
Construction Documents Phase	Thirty-Five percent (	35	%)
Procurement Phase	Five percent (	5	%)
Construction Phase	Fifteen percent (	15	%)
Total Basic Compensation	one hundred percent (100.00 %)		

§ 11.6 When compensation identified in Section 11.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by the Owner’s most recent budget for the Cost of the Work. Compensation paid in previous progress payments shall not be adjusted based on subsequent updates to the Owner’s budget for the Cost of the Work.

§ 11.6.1 When compensation is on a percentage basis and any portions of the Project are deleted or otherwise not constructed, compensation for those portions of the Project shall be payable to the extent services are performed on those portions. The Architect shall be entitled to compensation in accordance with this Agreement for all services performed whether or not the Construction Phase is commenced.

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

Employee or Category	Rate (\$0.00)
Principal	\$275.00
Associate Principal	\$250.00
Director of Design	\$250.00
Senior Project Manager	\$220.00
Senior Project Architect	\$200.00
Lead Interior Designer	\$200.00
Project Manager	\$195.00
Project Architect	\$175.00
Mid-Level Interior Designer	\$175.00
Job Captain	\$150.00
Project Designer	\$135.00
Junior Interior Designer	\$135.00
Administrative	\$ 75.00

§ 11.8 Compensation for Reimbursable Expenses

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

- .1 Transportation and authorized out-of-town travel and subsistence;
- .2 N/A
- .3 Permitting and other fees required by authorities having jurisdiction over the Project;
- .4 Printing, reproductions, plots, and standard form documents;
- .5 Postage, handling, and delivery;
- .6 N/A
- .7 Renderings, physical models, mock-ups, professional photography, and presentation materials requested by the Owner or required for the Project;
- .8 N/A
- .9 N/A
- .10 Site office expenses;
- .11 Registration fees and any other fees charged by the Certifying Authority or by other entities as necessary to achieve the Sustainable Objective; and,
- .12 Other similar Project-related expenditures.

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

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

Additional Insurance for the Architect or any of the Architect's Consultants can be purchased for an additional fee.

§ 11.10 Payments to the Architect

§ 11.10.1 Initial Payments

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

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

Not Applicable

§ 11.10.2 Progress Payments

§ 11.10.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid 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.)

Amounts past due shall bear interest at U.S. Money Center Commercial Bank's prime rate plus two percent.

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

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

ARTICLE 12 SPECIAL TERMS AND CONDITIONS

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

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

§ 12.1 Cost Control Provisions. The purpose of this Provision is to restrict and control the incurrence of costs other than the rates set forth in Section 11.1, Section 11.2 and Section 11.3 of this Agreement, including costs associated with Supplemental Services under Section 4.1 and Additional Services under Section 4.2, unless already included in Section 11.1.1 – Stipulated Fee.

§ 12.2 Limited Authority Without Approval. Architect may incur Controlled Costs in an aggregate amount not to exceed \$500.00 (the "Threshold") without prior written approval from the Board President.

§ 12.3 Prior Written Approval Required above Threshold. Architect shall not incur any Controlled Costs that would cause the aggregate Controlled Costs to exceed the Threshold unless Architect first obtains the Board President's prior written authorization. The authorization must state, at a minimum, the nature of the cost or service, the amount authorized (not to exceed), and any schedule impact, if applicable.

§ 12.4 No Implied Authorization. No statement, request, meeting discussion, emails, or course of dealing shall constitute authorization unless it is a written authorization from the Board President that satisfies Section 12.3.

ARTICLE 13 SCOPE OF THE AGREEMENT

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

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

- .1 AIA Document B101™–2017, Standard Form Agreement Between Owner and Architect
- .2 Building Information Modeling Exhibit, if completed:



- .3 Exhibits:
(Check the appropriate box for any exhibits incorporated into this Agreement.)

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



☒ Other Exhibits incorporated into this Agreement:
(Clearly identify any other exhibits incorporated into this Agreement, including any exhibits and

scopes of services identified as exhibits in Section 4.1.2.)

Exhibit A – 2026 0317_WMC_Floor Plan Diagram
Exhibit B – Service Fee Schedule

- .4 Other documents:
(List other documents, if any, forming part of the Agreement.)



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

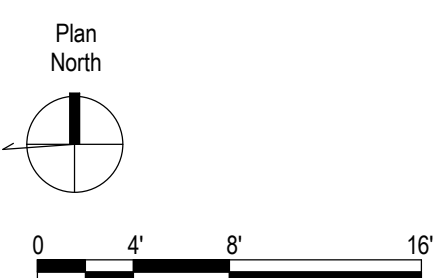
OWNER (Signature)

(Printed name and title)

ARCHITECT (Signature)

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





Not for regulatory approval, permit or construction.

Winnie, TX





Exhibit B – Service Fee Schedule

SERVICE FEE SCHEDULE

	TOTAL	SD	DD	CD	BN	CA
% of Basic Services Fee by Phase	100%	15%	30%	35%	5%	15%
Architect of Record (THR3E Design LLC)	\$395,500.00	\$59,325.00	\$118,650.00	\$138,425.00	\$19,775.00	\$59,325.00
Normal Consultant Fees Included:						
Structural (StructuresPE)	\$55,000.00	\$8,250.00	\$16,500.00	\$19,250.00	\$2,750.00	\$8,250.00
MEP (DBR)	\$143,500.00	\$21,525.00	\$43,050.00	\$50,225.00	\$7,175.00	\$21,525.00
Total Basic Services A/E Fee:	\$594,000.00	\$89,100.00	\$178,200.00	\$207,900.00	\$29,700.00	\$89,100.00
Other Additional Service Consultants Included:						
Civil Engineering(MBCO):	\$126,960.00	\$19,044.00	\$38,088.00	\$44,436.00	\$6,348.00	\$19,044.00
<i>Site Civil Design (\$43,960.00)</i>						
<i>Topographical Survey (\$34,350.00)</i>						
<i>Traffic Impact Analysis (\$23,500.00)</i>						
<i>Survey Control (\$4,520.00)</i>						
<i>*Survey Boundary (\$5,825.00)</i>						
<i>*Re-Platting (\$10,005.00)</i>						
<i>*Water Meter Easements (\$4,300.00)</i>						
<i>*Title Commitment (\$500.00)</i>						
Landscape (Landology)	\$10,500.00	\$1,575.00	\$3,150.00	\$3,675.00	\$525.00	\$1,575.00
MEQ	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Furniture Design (THR3E Design LLC)	\$28,000.00	\$4,200.00	\$8,400.00	\$9,800.00	\$1,400.00	\$4,200.00
Windstorm Inspector	\$5,000.00	\$750.00	\$1,500.00	\$1,750.00	\$250.00	\$750.00
Low voltage/Security (Atlas)	\$18,200.00	\$2,730.00	\$5,460.00	\$6,370.00	\$910.00	\$2,730.00
Total of All Other Included Consultants:	\$188,660.00	\$28,299.00	\$56,598.00	\$66,031.00	\$9,433.00	\$28,299.00
Project Total A/E and Other Consultant(s) Fee:	\$782,660.00	\$117,399.00	\$234,798.00	\$273,931.00	\$39,133.00	\$117,399.00

EXHIBIT “B”



Winnie Medical Clinic Building
Request for Qualifications (RFQ) for Construction Manager at Risk (CMAR)
RFQ 2026-001

Client/Owner:	Winnie-Stowell Hospital District Mr. Edward Murrell – (President)
Project Architect:	THR3E Design LLC Frank Marquez – Principal in Charge

TABLE OF CONTENTS

Advertisement.....	Page 2
Selection Process.....	Page 3
General Project Information	Page 4
Submission Format.....	Page 5
Project Specific Information.....	Page 7
Preconstruction Services	Page 8
Construction Services & Project Closeout	Page 10

ADVERTISEMENT

REQUEST FOR QUALIFICATIONS for CONSTRUCTION MANAGERS at RISK

The Winnie-Stowell Hospital District is soliciting qualifications from experienced Construction Manager-at-Risk (CMAR) firms for the development of the Winnie Medical Clinic. The selected CMAR will provide both preconstruction and construction services for the Project. Qualifications for the selection of Construction Manager at Risk will be received by Winnie-Stowell Hospital District, 520 Broadway Winnie, Texas 77665, **until X:XX PM on Date, 2026**. The Selection will be made based on a two-step process. Any questions regarding this RFQ, are to be addressed to the Attn: Victoria Carlo, Victoria@wshd-tx.com.

This procurement is conducted in accordance with Texas Government Code, Chapter 2269, Subchapter F (Construction Manager-at-Risk Method). The Request for Qualifications for Construction Manager at Risk process enables WSHD to shortlist Construction Manager at Risk based on evaluation of qualifications.

THE DISTRICT RESERVES THE RIGHT TO CONSIDER QUALIFICATIONS NOT PROPERLY COMPLETED, TO BE CONSIDERED NON-RESPONSIVE.

SELECTION PROCESS

Step #1 – Request for Qualifications (RFQ)

The Owner will receive and evaluate statements of qualifications from interested firms based on the criteria outlined in this RFQ.

- Firms will be evaluated solely on qualifications, experience and demonstrated capability.
- No pricing or fee information will be requested for considered during this phase
- Based on the evaluation, the Owner will shortlist the most highly qualified firms (typically 3-5 firms) to advance to Step #2.

Step #2 – Request for Proposals (RFP)

Short-listed firms will be invited to submit a detailed proposal.

The RFP will include, but is not limited to:

- Proposed fees and general conditions
- Preconstruction services approach
- Construction methodology and project execution plan
- Preliminary cost assumptions and / or Guaranteed Maximum Price (GMP) Methodology
- Participation in an interview with the Selection Committee.

Final Selection and Award

The Owner will evaluate proposals from shortlisted firms based on a combinations of qualifications and pricing to determine the “best value” in accordance with Texas Government Code.

- The Selection Committee will make a recommendation to the WSHD Board.
- The Board retains final authority for selection and contract award
- The Selected CMAR will initially be contracted for preconstruction services.
- Upon successful completion of preconstruction and agreement on a Guaranteed Maximum Price (GMP), the contract may be amended to include the Construction Services.

General Conditions of Selection

- The Owner reserves the right to reject any or all submissions and to waive informalities or irregularities.
- The Owner may request additional information or clarification from any respondent.

- Submission of qualifications indicates acceptance of the terms and conditions of this RFQ.
- No contract shall exist until formally executed by both parties.
- By submitting qualifications, the Proposer agrees to waive any claim it has or may have against the Owner, the Architect, and their respective employees and agents, arising out of or in connection with the administration, evaluation, or recommendation of any submissions; waiver of any requirements under the Request and Qualification Submittal; and acceptance or rejection of any submission; and award of the Contract.
- The Board will make such investigations as it deems necessary to determine the ability of the Offeror to perform the Work, and the Offeror shall furnish all such information and data for this purpose as may be requested. The Board reserves the right to reject any submissions if the evidence submitted by, or investigation of, such Offeror fails to satisfy the Board that such Offeror is properly qualified to carry out the obligations of the Contract and to complete the work contemplated therein.
- A decision regarding the determination of the successful Offeror will be made by the Board as soon as practical.

GENERAL PROJECT INFORMATION

Winnie-Stowell Hospital District is soliciting qualifications from CMAR firms with a demonstrated history of successful Healthcare building construction. The project is a new 1-story Clinic building of approximately 15,000 sq ft, located at 1115 TX-124, Winnie, Texas 77665. Site work includes new retention ponds, circulation paving, outdoor mechanical yard and approximately 114 parking spaces. WSHD anticipates starting construction in the 4th quarter of 2026.

- Project Team:
 - THR3E Design – Architect
 - MBCO Engineering LLC – Civil Engineer
 - Structures PE LLP – Structural Engineer
 - DBR Engineering Consultants, Inc– MEP Engineer
 - Atlas Consulting – Low Voltage/Security
 - Landology – Landscape Architect
- Concept design documents are attached as Exhibit C
- Any clarifications or interpretations of this RFQ that materially affect or change its requirements will be issued by WSHD as an addendum. All such addenda issued before the proposals are due are part of the RFQ, and respondents shall acknowledge receipt of and incorporate each addendum in its proposal.
- Respondent acknowledges and accepts that any costs incurred from the respondent's participation in this RFQ shall be at the sole risk and responsibility of the respondent.

RFQ/RFP Schedule

With the Schematic Design Phase for the work underway (see schedule below), we are seeking qualifications from selected CMAR firms to provide preconstruction and construction management services.

The current anticipated Schedule is as follows (subject to change):

Step #1

- | | |
|--|------|
| • Issue RFQ to Participants | Date |
| • Deadline to submit written questions/inquires | Date |
| • Responses to Written questions/inquires (estimated) | Date |
| • Deadline to submit RFQ Response | Date |

Step #2

- | | |
|-----------------------------------|-------------------------|
| • CMAR RFP Issued to Shortlist | Date |
| • Deadline to submit RFP Response | Date |
| • RFP Response Evaluation | Date – Date |
| • CMAR Interviews | Date – Date |
| • Preconstruction | Date – 3rd Quarter 2026 |
| • Construction Start | 4th Quarter 2026 |
| • Estimated Construction Duration | 16 Months |

The team selected must be prepared to begin preconstruction services work immediately upon Award and Notice to Proceed letter.

SUBMISSION FORMAT FOR REQUEST FOR QUALIFICATIONS

Please limit entire submission to 20 pages, Submit five (5) bound copies and one (1) Electronic file. Format shall be PDF, information should be concise and appropriately complete.

TAB 1: CORPORATE INFORMATION

1. Provide a statement of interest for the Project, including a narrative describing the respondent's unique qualifications as they may pertain to this particular Project.
2. A statement of the availability and commitment of the respondent, its principal(s) and assigned persons / professionals to undertake the Project.
3. Detailed corporate information, such as firm contacts
4. Established years of business, firm's corporate history
5. Licensed trades
6. Pending litigation
7. EMR safety record
8. Your demonstrated ability to maximize value by ensuring subcontractor market penetration.

TAB 2: EXPERIENCE OF THE CMAR TEAM

1. Assigned personnel resumes, include:
2. Local Principal-in-Charge of the firm
3. Operations Manager
4. Project Manager (primary decision maker)
5. Superintendent
6. Preconstruction Manager
7. Include an organizational chart for your proposed management team to be considered in the Project.

TAB 3: FINANCIAL STRENGTH

1. Financial statement
2. General financial information
 - a. Surety detail payment bonds detail
 - a. Bonding capacity detail

TAB 4: PROJECT APPROACH

1. Description of the firm's concepts for working in a team relationship with the Owner, Architect, and Program Manager during the design and construction of projects
2. Describe your warranty program
3. Describe your change order philosophy

TAB 5: SUBCONTRACTOR STRATEGY

1. Provide information regarding policies and policy declarations; methodology; provisions and terms. Discuss your bonding approach to subcontractors.
2. All work for this Project shall be competitively solicited by the CMAR to at least five (5) qualified subcontractors for all trades.
3. Provide a listing of three qualified and preferred subcontractors for the specified disciplines (Exhibit D) with whom the firm has contracting background and experience.
4. Discuss your approach to the bid process and the soliciting of bids from quality subcontractors, particularly in the Chambers County area.

TAB 6: RELEVANT EXPERIENCE

1. Detailed project listing for up to (5) similar recent projects as Construction Manager at Risk projects for which you have provided, or are providing, services that are most related to this project and recently completed. List the projects in order of priority, with the most relevant project listed first. In addition to the AIA A305 Exhibits D&E, please provide the following information for each project listed:
 - a. Project description
 - b. Photographs
 - c. Proposed team members participation (if any) on each past project referenced
 - d. Initial budget and final Construction Cost, including Change Orders & Contingency
 - e. Type of construction (new, renovation, or expansion)
 - f. Description of services respondent provided for the project during preconstruction
 - g. The Owner's name and representative, including telephone number
 - h. The Architect's name and representative, including telephone number
2. References shall be considered relevant based on specific project participation and experience with the Respondent. The Owner may contact references during any part of this process. Provide up to (5) references.
3. Demonstration of examples of the CMAR "Team Player" relations and remedies, professional service firm references

TAB 7: PRE-CONSTRUCTION SERVICES

1. Approach to estimating costs; scheduling; savings; contingencies; input & ideas into design phase improvements
2. Approach to raw material price escalation

TAB 8: CONSTRUCTION APPROACH

1. Describe your firm's methodology for managing subcontractors, schedules, cost increases, and manpower

TAB 9: CONTRACT COMMENTS OR CONCERNS

1. Provide your firm's comments and concerns after reviewing the attached Exhibit A (AIA A133-2019) and Exhibit B (AIA A201-2017).

TAB 10: CONFLICT OF INTEREST QUESTIONNAIRE

1. Provide a completed Conflict of Interest Questionnaire. Chapter 176 of the Texas Local Government Code requires that persons, or their agents, who seek to contract for the sale or purchase of property, goods, or services with District shall file a completed Conflict of Interest Questionnaire (CIQ) with District. The CIQ is available from the Texas Ethics Commission at <https://www.ethics.state.tx.us/data/forms/conflict/CIQ.pdf>

TAB 11: USE OF CONTINGENCY

1. Describe your philosophical approach to the contingency within the GMP. Particular attention is given to the difference in administration of buyout savings, and CMAR contingency.
 - a. Note: The Owner requires that 100% of the savings between the GMP and the actual cost of the work accrue to the Owner.

Upon receipt of the qualifications, the Evaluation Team will review and evaluate the qualifications based on the following evaluation criteria

EVALUATION CRITERIA FOR STEP ONE CONSTRUCTION MANAGER AT RISK (CMAR)

TAB#	Evaluation Criteria (Step #1)	Point System
1	Corporate Information – Detailed corporate information, firm contacts, established years of business; firm's corporate history; licensed trades; pending litigation, EMR safety record.	____/8
2	Experience of the CMAR team - Personnel information, organization charts, assigned personnel resumes; regional market experience.	____/20
3	Financial Strength - Financials; surety detail; payment bonds detail; bonding capacity detail.	____/10
4	Project Approach - Firm's concepts for working in a team relationship with the Owner, Architect, and Program Manager during the design and construction of projects. Warranty program and change order philosophy.	____/15
5	Subcontractor Strategy - Information regarding policies and policy declarations; methodology; provisions and terms.	____/2

6	Relevant Experience – (5) Past projects and (5) references. REFERENCES WILL BE CHECKED.	____/15
7	Pre-Construction Services – Estimating costs; scheduling; savings; contingencies; input & ideas into design phase improvements; approach to raw material price escalation; recent experience in similar pre-construction services.	____/15
8	Construction Approach – Methodology for managing subcontractors, schedules, cost increases, and manpower.	____/10
9	Contract Comments or Concerns – Firm comments on Exhibit A (AIA A133-2019) and Exhibit B (AIA A201-2017).	____/2
10	Conflict of Interest Questionnaire	____/1
11	Use of Contingency – Philosophical approach to the contingency within the GMP	____/2
	Total	____/ 100

IF shortlisted below is information to be considered for Step #2 – RFP , provided for reference, no response needed in Step #1

PROJECT SPECIFIC INFORMATION

1. The CMAR agreement will be submitted with the RFP and will be a Cost of the Work Plus a Fee with a Guaranteed Maximum Price based on the following AIA documents per **TAB 9** above.
2. The contract shall be a Cost Plus Fee with A guaranteed Maximum Agreement Between Owner and Construction Manager along with a list of General Conditions of the construction contract.
3. The District shall require the use of a standard Texas Statutory Performance Bond to guarantee the performance of the work and a standard Texas Statutory Payment Bond to guarantee the payment of the work in the amount of the initial contract sum (GMP).
4. One hundred percent of all remaining balances in allowances, contingency, and savings will be returned to the District upon completion of project.
5. All contract information including all actual project costs will be made available to the District or its agent at any time. A formal audit of the project may be conducted by an independent third party hired by the District at selected intervals during the construction phase and before final payment.
6. The Owner shall contract independently and separately from the Construction Manager, for the construction materials engineering, testing, and inspection services and the verification testing services necessary for acceptance of facilities per the Texas Government Code.
7. The Construction Manager shall be responsible for performing accurate background checks on all personnel to ensure that all personnel working on the project sites are suitable for
8. A Certificate of Substantial Completion will be issued upon such completion of each phase of the project.
9. Nothing in the RFQ shall be deemed to bind the Client or its agents until a contract has been successfully negotiated and executed between the Client and Architect.

PRECONSTRUCTION SERVICES

The Construction Manager at Risk selected will provide the following

1. Key project personnel, including the Preconstruction Manager/Estimator and Project Manager, will attend and actively participate in regular meetings with WSHD leadership, and Architect to review the project status and review and update the construction cost estimate.
2. Consult with WSHD and Architect regarding site use and improvements, phasing of the various projects and construction, selection of materials, and building systems and equipment.
3. The CMAR shall review the contract documents for constructability. Provide recommendations on construction feasibility including estimates of alternative designs and materials, preliminary budgets, and possible economies.
4. The CMAR will be accountable for the project schedule from schematic design phase through the completion of the project.
 - a. Prepare, and periodically update, a preliminary Project schedule based upon WSHD established milestones for the Architect's and the WSHD's review.
 - b. The CMAR shall coordinate and integrate the preliminary Program/Project schedule with the services and activities of the WSHD, Architect. As the design progresses, the preliminary Program/Project schedule shall be updated to indicate proposed activity sequences and durations, milestone dates for receipt and approval of pertinent information, and submittal of the Guaranteed Maximum Price.
5. When Design Development documents are complete, the CMAR shall prepare a cost estimate with supporting data for review by WSHD and Architect. The Architect shall not proceed beyond Design Development until the cost estimate is within the predetermined budget.
 - a. The CMAR will prepare this estimate within fifteen (15) working days of receiving Design Documents
6. The Construction manager shall coordinate on and off-site utilities with Chambers County and Trinity Bay Conservation District. philosophical approach to the contingency within the GMP
7. During the preparation of the Construction Documents, the CMAR shall update and refine the cost estimate at established milestones, i.e. 50%, 75%. The CMAR shall do this with input from Subcontractors and their other resources, as necessary to provide accurate and reliable estimates.
8. At each project development milestone, from Design Development to Construction Documents, each estimate shall be in a format that allows comparison from one milestone to the next.
9. If any estimate submitted to the District exceeds previously approved estimates the CMAR shall make recommendations to the District and Architect to reduce the cost of the project within seven (7) days. The CMAR shall identify the greatest contributors to estimate overages.
10. CMAR shall recommend to the District and Architect a schedule for procurement of long-lead time items that will constitute part of the Work as required to meet the Project schedule.
11. Confirm project "constructability", by ensuring that all specified materials are available when needed, that drawings and details are appropriate and buildable, and that all project information is complete and in a satisfactory format for sub trade bidding.
12. Prior to release of final construction drawings, the awarded GC will conduct a thorough pre-qualification of material suppliers and subcontractors and present the pre-qualification information to Project Team for review and approval. Review at least the following qualifications:
 - a. Experience on projects of this type and complexity and with a fast-track schedule
 - b. Subcontractor's references
 - c. Financial stability
 - d. Quality of work
 - e. Qualifications of proposed field and home office staff
 - f. Projected other work during this project
13. At appropriate milestones, the GC shall competitively bid the documents to a minimum of three (3) subcontractors in all trades. If GC is unable to get three competitive bids for a specific scope of work, they need to show good-faith effort and communicate this to the project team immediately. Once the GC receives the bids, they shall provide a complete quantitative and qualitative analysis, "Bid Leveling

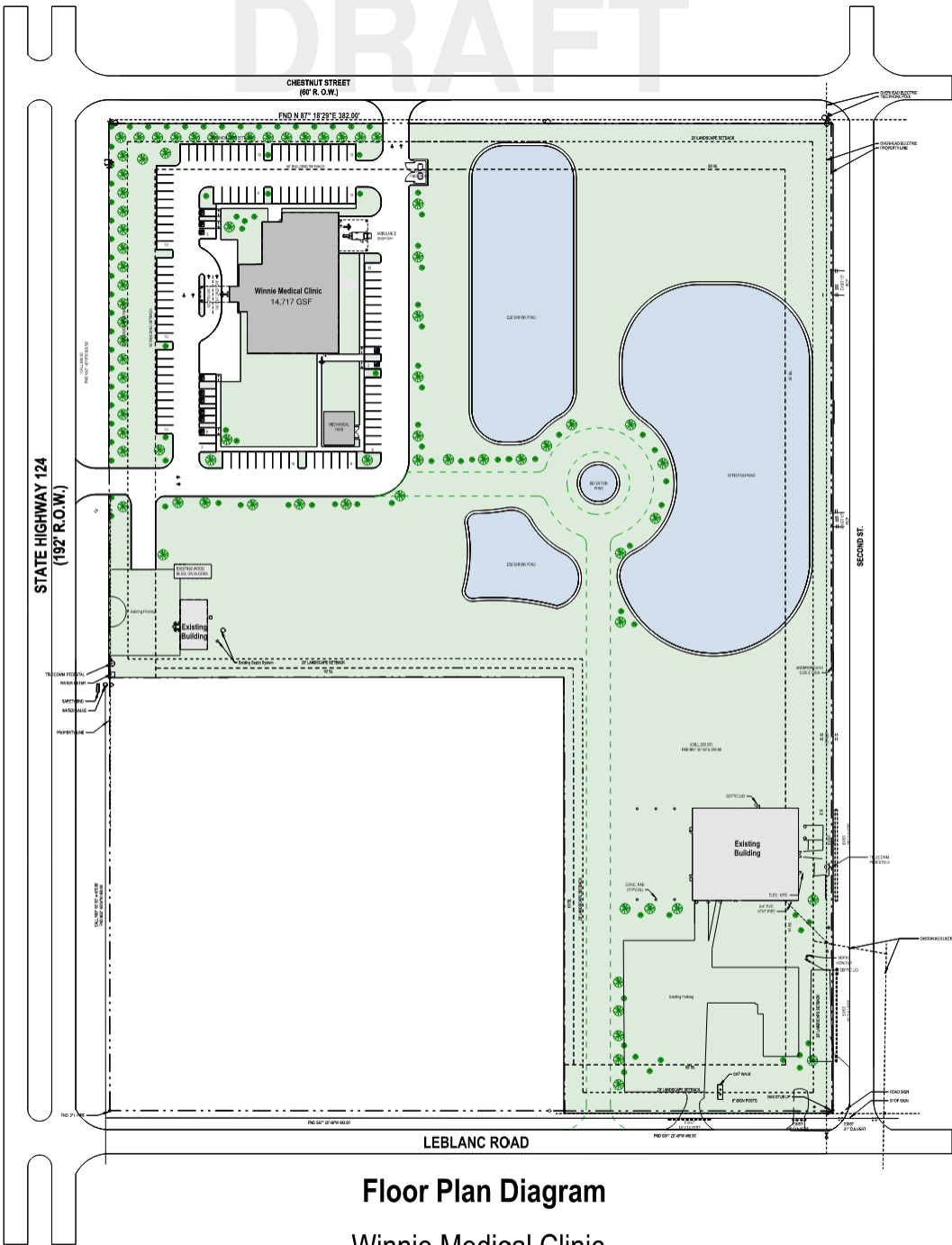
Spreadsheet” for each trade, discipline, or significant material. GC shall present the APFC and CBRE with his/her analysis as well as a recommendation to award each contract.

- a. District reserves the right to add or delete subcontractors to the contractors’ bid list.
 - b. GC will be responsible for holding the low voltage cabling, sound masking, audio visual, security, FF&E and mover contracts for the project , design of these scopes by others.
14. Upon receipt of final pricing, the Bid Leveling Spreadsheet shall include but not be limited to:
- a. Confirmation of scope
 - b. Detail of allowances
 - c. Significant inclusions or exclusions
 - d. Manpower availability and other major project work concurrent with this project
15. Pre-construction services will continue until the entire project has been bid and awarded to subcontractors and material providers.
16. The CMAR shall manage the permitting process.

Exhibits included with this RFQ:

- Exhibit A – AIA A133-2019
- Exhibit B – AIA A201-2017
- Exhibit C – Reference Documents (Concept Design Documents)
- Exhibit D – Subcontractor Experience

EXHIBIT A – Reference Documents



Floor Plan Diagram

Winnie Medical Clinic

Winnie, TX

EXHIBIT B – Reference Documents



EXHIBIT D – Subcontractor Experience

Trade	Subcontractor A	Subcontractor B	Subcontractor C
Earthwork			
Site Utilities			
Paving			
Landscaping			
Concrete			
Masonry			
Structural Steel - Fabricator			
Structural Steel - Erector			
Structural/Misc. Steel			
Architectural Metals			
Architectural Millwork			
Composite Metal Panels			
Waterproofing			
Roofing			
Glazing			
Doors & Hardware			
Drywall			
Ceramic Tile			
Flooring			
Acoustical Treatments			
Painting			
Audio-Video			
Security			
Plumbing			
Mechanical			
Electrical			
Telecommunications			

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