

## AGREEMENT FORM

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This agreement, made this **25th** day of **January, 2016** at West Lafayette, Indiana, by and between the City of West Lafayette Parks & Recreation Board (hereinafter referred to as the "Parks Board") and **Browning Day Mullins and Dierdorf** (hereinafter referred to as the "Contractor").

#### WITNESSETH:

That in consideration of the mutual covenants hereinafter set forth, the Parks Board and the Contractor agree as follows:

#### **Article 1: SCOPE OF WORK**

The Contractor shall furnish all labor and materials necessary to complete the development of the 2016-2020 West Lafayette Parks & Recreation Master Plan Update. The purpose of this master plan document is to provide a 'roadmap' that identifies community goals and objectives for the next five years and potentially beyond. The public process of developing the 5-year parks master plan give the community, stakeholders, elected and appointed officials, staff and board members, the opportunity to provide opinions and feedback into that roadmap.

#### **Article 2: PAYMENT**

The Parks Board shall pay to the Contractor, in full and complete payment for all performance of the Contract, in current funds. The estimated sum of **\$40,000.00 (Forty Thousand Dollars.)** defined as the contract price, and computed from the Contractors Letter of Agreement included herein. Variance from the estimated plan will be done only by change order for any additions or deletions to the contract as determined by the work and approved by the Parks Board.

Said contract price shall be paid to the Contractor in installments which will be invoiced monthly based on percentage complete.

If litigation is commenced to enforce any term of this contract, the prevailing party is entitled to receive litigation costs including reasonable attorney fees.

#### **Article 3: CONTRACT DOCUMENTS**

The contract documents include this agreement, the Request for Proposal Package, a copy of the formal proposal, a previously signed Letter of Agreement, a Non-Collusion Affirmation Form, an Employment Eligibility Verification, and the Contractor's certification of insurance, together with plans and any subsequent addenda.

Said documents are hereby incorporated into and made a part of this agreement the same as if herein fully set forth.

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#### **Article 4: SEVERANCE**

The intent of the parties is that this agreement be deemed entire in the sense that its purpose is to establish one price for the doing of the whole work, and that it be deemed severable in the sense that the voidance of any part or portion shall not void the remainder.

It is understood and agreed that partial payments may be made for the mutual convenience of the Parks Board and Contractor but shall not be construed as the Parks Board's acceptance of a part or portion of the work. Acceptance is to only in the manner prescribed in the General Conditions.

#### **Article 5: RECORDS**

The Contractor shall maintain proper records for review by the Parks Board.

#### **Article 6: DATE OF COMPLETION**

The Contractor agrees that the work contained in the contract shall be completed in accordance with the following:

Work shall achieve final completion by January 31, 2017.

#### **Article 7: INSURANCE**

During the Project, Contractor shall maintain policies of insurance for Workers' Compensation as well as general liability insurance in the amount of \$1,000,000 or more. Each such policy shall: (a) be written by a company reasonably acceptable to Parks Board; and (b) provide that it shall not be modified or canceled without written notice to Parks Board at least 30 days in advance. The policy of general liability insurance required by this Section to be maintained by Contractor shall name the Parks Board as an additional insured. Contractor shall deliver to the Parks Board certificates of the insurance policies required by this Section, executed by the insurance company or the general agency writing such policies.

#### **Article 8: INDEMNITY AND HOLD HARMLESS AGREEMENT.**

The City shall be indemnified, held harmless, and defended by Contractor for any claims whatsoever arising out of, as a result of, or in connection with the work performed by Contractor including, but not limited to:

(i) injury to, or death of, persons or loss of, or damage to, property, suffered in connection with performance of any work on the project site by Contractor or any party acting by, under, through, or on behalf of Contractor;

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(ii) the negligence or willful misconduct of Contractor or any party acting by, under, through, or on behalf of Contractor; or

(iii) the breach by Contractor of any term or condition of this Agreement;

Further, Contractor shall be responsible for obtaining or maintaining any permits required by any governmental or public or private administrative body, whatever it may be, in connection with the services set out in Article 1. Contractor shall be required to ensure that the company, and its operations in connection with the services set out in Article 1, conform to any applicable statutes, regulation, ordinances, treaties, rules of common law, or other law.

#### **Article 9: PREVAILING PARTY – ATTORNEY FEES**

Notwithstanding any term or condition in this Contract to the contrary, in the event litigation is commenced to enforce any term or condition of this Contract, the prevailing party shall be entitled to costs and expenses of litigation including a reasonable attorney fee.

#### **Article 10: ENGAGING IN ACTIVITIES WITH IRAN**

By signing this Contract, Contractor certifies that it is not engaged in investment activities in the country of Iran as set forth in I.C. 5-22-16.5.

#### **Article 11: E-VERIFY**

Contractor shall comply with E-Verify Program as follows:

- a. Pursuant to IC 22-5-1.7, Contractor shall enroll in and verify the work eligibility status of all newly hired employees of Contractor through the E-Verify Program (“Program”). Contractor is not required to verify the work eligibility status of all newly hired employees through the Program if the Program no longer exists.
- b. Contractor and its subcontractors shall not knowingly employ or contract with an unauthorized alien or retain an employee or contract with a person that Contractor or its subcontractors subsequently learns is an unauthorized alien. If Contractor violates this Section 7(b), the City shall require Contractor to remedy the violation not later than thirty (30) days after the City notifies Contractor. If Contractor fails to remedy the violation within the thirty (30) day period, the City shall terminate the contract for breach of contract. If the City terminates the contract, Contractor shall, in addition to any other contractual remedies, be liable to the City for actual damages. There is a rebuttable presumption that Contractor did not knowingly employ an unauthorized alien if Contractor

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verified the work eligibility status of the employee through the Program.

- c. If Contractor employs or contracts with an unauthorized alien but the City determines that terminating the contract would be detrimental to the public interest or public property, the City may allow the contract to remain in effect until the City procures a new contractor.
- d. Contractor shall, prior to performing any work, require each subcontractor to certify to Contractor that the subcontractor does not knowingly employ or contract with an unauthorized alien and has enrolled in the Program. Contractor shall maintain on file a certification from each subcontractor throughout the duration of the Project. If Contractor determines that a subcontractor is in violation of this Section 7(d), Contractor may terminate its contract with the subcontractor for such violation. Such termination may not be considered a breach of contract by Contractor or the subcontractor.
- e. By its signature below, Contractor swears or affirms that it i) has enrolled and is participating in the E-Verify program, ii) has provided documentation to the City that it has enrolled and is participating in the E-Verify program, and iii) does not knowingly employ an unauthorized alien.

#### **Article 12: NON-DISCRIMINATION**

Contractor agrees:

- a. That in the hiring of employees for the performance of work under this contract or any subcontract hereunder, no contractor, or subcontractor, nor any person acting on behalf of such contractor or subcontractor, shall, by reason of race, religion, color, sex, national origin or ancestry, discriminate against any citizen of the State of Indiana who is qualified and available to perform the work to which the employment relates;
- b. That no contractor, subcontractor, nor any person on his behalf shall, in any manner, discriminate against or intimidate any employee hired for the performance of work under this contract on account of race, religion, color, sex, national origin or ancestry;
- c. That the City may deduct from the amount payable to the contractor a penalty of five dollars (\$5.00) for each person for each calendar day during which such person was discriminated against or intimidated in violation of the provisions of the contract;

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d. If there is a second or any subsequent violation of the terms or conditions of this section, then this contract may be cancelled or terminated by City and all money due or to become due hereunder will be forfeited.

**IN WITNESS WHEREOF** we have set our hands the day and year first above written.

**CONTRACTOR:**

**CITY OF WEST LAFAYETTE  
PARKS & RECREATION BOARD:**

\_\_\_\_\_  
Name, Title  
**Browning Day Mullins Dierdorf**

\_\_\_\_\_  
Patrick Flannelly, President

\_\_\_\_\_  
Linda Eales, Secretary

**ATTEST:**

\_\_\_\_\_  
Janet E. Fawley, Park Superintendent

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