



**City of Crossville
Downtown Economic Development/Streetscape
Improvement Project**

Agreement
between
City of Crossville, Tennessee
and
CT Consultants, Inc.
for
Sidewalk Construction Documents

Whereas, the City of Crossville, Tennessee and CT Consultants Inc. entered into an Agreement on January 13, 2015 for the Determination of Sidewalk Replacement Areas located within the original Crossville Downtown Economic Development/Streetscape Improvement Project Area:

Now Therefore, this Agreement is made on the _____ day of _____, 2015 by and between the City of Crossville, Tennessee, 392 North Main Street, Crossville, Tennessee 38555, hereinafter referred to as the "Client" and CT Consultants, Inc., with its principal place of business being 8150 Sterling Court, Mentor, Ohio 44060, hereinafter referred to as the "Consultant". The Client and Consultant agree as follows:

Section 1: Project Area:

The project area is defined as Main Street from Lantana Road to approximately 140 LF north of Neecham Street.

Section 2: Scope of Services:

To provide construction documents for the installation of new sidewalks and street lighting as reflected in the Opinion of Probable Construction Costs Dated March 12, 2015 that was prepared as part of the previous agreement. Specifically, the scope of work will include the improvements identified in Add Alternate No. 2, totaling \$2,360,875, as approved by City Council.

The Consultant shall provide the following services.

Final Construction Documents

1. Prepare Final Construction Documents in AutoCAD format.
 - a. Title Sheet
 - b. Estimated Roadway Quantities
 - c. General Notes
 - d. Detail Sheets
 - e. Present Layouts/Demolition Plans
 - f. Proposed Sidewalk Layouts
 - g. Existing Grading Plans
 - h. Proposed Grading Plans
 - i. Proposed grading plans anticipates asphalt roadway surface being lowered 2-inches via milling and resurfacing project to be performed by TDOT.
 - i. Traffic Control Plans
 - j. Landscaping Plans & Details
 - i. Landscaping will be limited to areas within required curb extensions
 - k. Lighting Plans
 - i. Provide photometric study based on the following assumptions:
 1. Utilize existing light pole locations
 2. Client to select desired light fixture and pole style based upon Consultant input
 3. Photometric evaluation will determine required height and fixture wattage per AASHTO recommended guidelines
 - a. If AASHTO recommended light levels are achieved, proceed with TDOT submittal
 - b. If light levels cannot be achieved, Consultant to provide Client with recommendations to meet light levels.
 - ii. Submit proposed layout and calculations to TDOT for review and comment. One (1) re-submittal to TDOT is included.
 - iii. Provide street lighting system design which will include the following:
 1. Light pole design, including fixture and pole type/specification with receptacles installed at top of each pole for holiday lighting
 2. Underground conduit and wiring design
 3. Street lighting control panel design
 - iv. Design services will NOT include:
 1. Festival receptacles and associated power
 2. Planter receptacles
 3. Sign lighting
 4. Fiber optic raceway system
 5. Extensions for future lighting system
 6. PA system

2. Prepare final specifications and contract documents.
 - a. Bid documents
 - b. General Conditions
 - c. Supplementary Conditions
 - d. Technical Specifications
3. Prepare an updated Opinion of Probable Construction Cost, based upon the Final Construction Documents.
4. Send TDOT final plans for review and approval
 - a. One (1) re-submittal to TDOT is included

Bidding

1. Coordinate with Client to publicly advertise project for bidders.
2. Answer contractors' questions and prepare addenda.
3. Conduct prebid conference.
4. Make recommendation for award to Client after reviewing contractor's qualifications.

Section 3: Supplemental and/or Additional Services:

Supplemental and/or Additional services can be provided by Consultant if requested. Supplemental Services would address such additional services as attending Council and/or Public meetings, proposed traffic signal plans and/or electrical distribution plans, providing additional/updated survey information, extending the limits of the project area, Construction Administration, Inspection, correcting existing violations of the National Electric Code (NEC) located beyond the scope of project, additional photometric calculations, additional submissions to TDOT, etc.

Section 4: Fee Schedule

Final Construction Documents: (4.25% of Construction Costs)	Lump Sum Fee	\$100,000
Bidding:	Lump Sum Fee	\$12,000
TOTAL		\$112,000

Section 5: Method of Payment:

Payment of the professional fee shall be made monthly on a lump sum basis.

The Consultant shall submit a monthly statement for services rendered. The Client shall make monthly payments in response to Consultant's billings. Payment is due and payable within thirty (30) days of receipt of invoice.

Section 6: Time of Completion:

The following time goals are established:

Final Constructions Documents	3 months
Reviews and Approvals by TDOT	2 months
Bidding	2 months

Section 7: Federal, State, and City Laws

The Consultant shall comply with all Federal, State, and City laws and ordinances applicable to the work to be done under this Agreement.

Section 8: Endorsement

All services rendered hereunder will be performed by the Consultant or under his supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under local and state laws to perform such work.

Section 9: Ownership of Documents

1. All Documents are instruments of service in respect to this Project, and Consultant shall retain an ownership and property interest therein (including the copyright and the right of reuse at the discretion of the Consultant) whether or not the Project is completed. Client shall not rely in any way on any Document unless it is in printed form, signed or sealed by the Consultant or one of its Subconsultants.
2. A party may rely on that data or information set forth on paper (also known as hard copies) that the party receives from the other party by mail, hand delivery, or facsimile, are the items that the other party intended to send. Files in electronic media format of text, data, graphics, or other types that are furnished by one party to

- the other are furnished only for convenience, not reliance by the receiving party. Any conclusion or information obtained or derived from such electronic files will be at the user's sole risk. If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.
3. Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of that data's creator, the party receiving electronic files agrees that it will perform acceptance tests or procedures within 60 days, after which the receiving party shall be deemed to have accepted that data thus transferred. Any transmittal errors detected within the 60-day acceptance period will be corrected by the party delivering the electronic files.
 4. When transferring documents in electronic media format, the transferring party makes no representations as to long-term compatibility, usability, or readability of such documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by the documents' creator.
 5. Client may make and retain copies of Documents for information and reference in connection with use on the Project by Client. Consultant grants Client a license to use the Documents on the Project, extensions of the Project, and other projects of Client, subject to the following limitations: (1) Client acknowledges that such Documents are not intended or represented to be suitable for use on the Project unless completed by Consultant, or for use or reuse by Client or others on extensions of the Project or on any other project without written verification or adaptation by Consultant; (2) any such use or reuse, or any modification of the Documents, without written verification, completion, or adaptation by Consultant, as appropriate for the specific purpose intended, will be at Client's sole risk and without liability or legal exposure to Consultant or to Consultant's Subconsultants; (3) Client shall indemnify and hold harmless Consultant and Consultant's Subconsultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification without written verification, completion, or adaptation by Consultant; (4) such limited license to Client shall not create any rights in third parties.
 6. If Consultant at Client's request verifies or adapts the Documents for extensions of the Project or for any other project, then Client shall compensate Consultant at rates or in an amount to be agreed upon by Client and Consultant.

Section 10: Equal Employment Opportunity

During the performance of this Agreement, the Consultant agrees to act as follows:

The Consultant shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, disability, or age. The Consultant shall take affirmative action to ensure that applicants are employed and that employees are treated during

their employment without regard to race, color, religion, sex, national origin, disability, or age. Such action shall include, but not be limited to, the following: employment, upgrading demotion or transfer, recruitment, advertising; layoff or termination; rates of pay or other forms of compensation; any selection for training, including apprenticeship. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause. The Consultant shall, in all solicitations or advertisements for employees placed by or on behalf of the Consultant, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, national origin, disability, or age.

Section 11: Insurance

The Consultant shall comply with the Worker's Compensation Law of the State of Tennessee and shall carry at least the following minimum sums of insurance:

1. Public Liability Insurance in an amount of not less than \$1,000,000, including those resulting in death to any one person and in an amount of not less than \$1,000,000 for any one accident or occurrence.
2. Property Damage Insurance in an amount of not less than \$1,000,000 on account of any one accident or occurrence. Said insurance shall be maintained in full force and effect during the life of this Agreement and shall protect the Consultant, its employees, and representatives for damages for personal injury and wrongful death and damages to the property from the negligence or wrongful acts of the Consultant, its employees, agents, or representatives in the performance of the project covered by this Agreement.
3. Professional Liability Insurance shall be carried and kept in full force and effect by the Consultant during the life of this Agreement in an amount not less than \$1,000,000 for damages resulting from negligent acts, errors, or omissions in the professional services rendered by the Consultant under this Agreement.

Section 12: Work Commencement and Authorization:

The execution of this agreement by both parties shall serve as authorization for the Consultant to commence work under this Agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the day and year first above written. The Client and Consultant have hereunder affixed their signatures to duplicate copies of this Agreement, each of which shall be deemed an original.

City of Crossville, Tennessee
392 North Main Street
Crossville, Tennessee 38555

WITNESS

By:

Mayor, City of Crossville, Tennessee

CT Consultants, Inc.
8150 Sterling Court
Mentor, Ohio 44060

By:

Division Manager, CT Consultants, Inc.