



HISTORIC
FRANKLIN
TENNESSEE

ITEM #11
WRKS
09/24/13

MEMORANDUM

September 13, 2013

TO: Board of Mayor & Alderman

FROM: Eric Stuckey, City Administrator *Eric*
Lisa R. Clayton, Parks Director
Vernon Gerth, ACA Community & Economic Development

SUBJECT: COF 2013-0142 Agreement PSA For Proposed Scope of Work, Phase I Archaeological Survey, the Park at Harlinsdale Farm Multipurpose Trails System and Canoe Access for the Recreation Trails Program Grant.

Purpose

The purpose of entering into a Professional Service agreement with TRC is to conduct a Phase I Archaeological survey at the Park at Harlinsdale Farm to meet the requirements of the grant from the Tennessee Department of Environment and Conservation (TDEC) Division of Archaeology and Tennessee Historical Commission for implementing a Section 106. The survey must be completed prior to the City receiving a contract from the TDEC – Recreation Educational Services for the Recreation Trails Grant.

Background

The City of Franklin Parks Department is proposing to construct a new trail system along the Harpeth River and Spencer Creek and canoe access points within the park at Harlinsdale Farm, on the northern outskirts of the city. Previous archaeological monitoring along the eastern perimeter of the park resulted in the discovery of an early twentieth-century dwelling. Documentary research by local historians has shown that this area may have seen action during and soon after the Battle of Franklin (November 1864). Furthermore, two previously recorded prehistoric sites, 40WM6 and 40WM99 are located within the park and near the proposed trail. The plan for the trail calls for minor ground disturbance to establish a crushed-stone pathway. The length of the trail through the park will be approximately 4.1 miles.

Financial Impact

Harlinsdale Farm Archaeological Phase I Survey TRC Solutions in the amount to not exceed \$13,897.15. The Parks Department budgeted \$120,000 for the grant in 110-84950-44700 line item for fiscal year 2014. The Grant is an 80% - 20% grant.

Recommendation

The Parks Department recommends entering into a professional service agreement with TRC Solutions in order to accomplish pre-contract requirement for the Recreation Trails Program Grant. The work would be completed in the month of October.



1865 Air Lane Drive
Suite 9
Nashville, TN 37210

615.884.4430 PHONE
615.884.4431 FAX

www.TRCSolutions.com

August 9, 2013

Anna Shuford
Parks Department
City of Franklin
PO Box 305
Franklin, TN 37065

Subject: Proposed Scope of Work, Phase I Archaeological Survey, the Park at Harlinsdale Farm Multipurpose Trails System and Canoe Access, City of Franklin, Tennessee

Dear Ms. Shuford:

TRC is pleased to submit this scope of work for the above-referenced professional services. The scope outlines our understanding of and approach to the needed services, and includes a period of performance schedule and an itemized budget (with appropriate labor estimates by category).

Introduction

The City of Franklin (COF) is proposing to construct a new trail system along the Harpeth River and Spencer Creek and canoe access points within the park at Harlinsdale Farm, on the northern outskirts of the city. Previous archaeological monitoring along the eastern perimeter of the park resulted in the discovery of an early twentieth-century dwelling. Documentary research by local historians has shown that this area may have seen action during and soon after the Battle of Franklin (November 1864). Furthermore, two previously recorded prehistoric sites, 40WM6 and 40WM99 are located within the park and near the proposed trail. The plan for the trail calls for minor ground disturbance to establish a crushed-stone pathway. The length of the trail through the park will be approximately 4.1 miles.

At the request of COF, TRC Environmental Corporation (TRC) proposes to conduct a Phase I archaeological survey designed to document and assess archaeological resources located within the area of potential effect (APE) for the trail system project. The APE consists of the approximate four mile-trail route and canoe access points. The map supplied by COF with the request for our proposal

shows the APE. The archaeological survey will serve to comply with Section 106 requirements associated with federal funding and permitting for development of the trail and canoe access points. TRC will design and carry out the survey to fully comply with all Section 106 requirements, and the report on the project will meet the standards of both state and federal regulatory review. Beyond Section 106, TRC staff members are also eager to contribute to the effort to expand knowledge and understanding of the history of the area.

The archaeological survey will include the following:

- A review and search of the archaeological records for the general project areas;
- Phase I survey to determine the presence, density and distribution of archaeological resources within the APE of the project areas, including an evaluation of the potential for buried sites.

Services

As an initial step in the project, TRC will carry out a systematic background and records search using the resources of the Tennessee Division of Archaeology, the Tennessee Historical Commission, and other organizations and individuals in Franklin with knowledge and interest in the history of the property. This work will review state files on previously recorded archaeological sites in the project vicinity, as well as additional pertinent documentation such as reports on relevant archaeological investigations, and published and unpublished prehistoric and historical studies of the area.

This work will help project staff predict what archaeological resources might be encountered in the study and help place all finds within a proper context for interpretation. The results of the literature and records search will be fully documented in the project report.

Standard archaeological survey methods will be used during the Phase I field study. These methods will include a combination of surface inspection and shovel testing techniques. Areas with greater than 25 percent ground visibility will be surface inspected. Areas that are relatively level and contain less than 25 percent ground surface visibility will require systematic shovel testing at 30-m intervals. The shovel tests will be 30 cm in diameter, and excavated until subsoil or a depth of 75 cm below surface is reached. All soil recovered from shovel tests will be screened through ¼-inch wire mesh. If artifacts are located, additional shovel tests will be excavated at 10-m intervals to delineate site boundaries within the APE.

All artifacts recovered during the survey will be segregated and bagged by site and relative provenience within each site. All sites will be documented using Tennessee archaeological site forms, as appropriate. The Field Director will maintain detailed notes on survey methods, sites identified during the survey, and



relevant environmental factors such as soil types associated with specific sites. Each site locality will be photographed using digital cameras. All archaeological discoveries will be mapped using sub-meter Trimble GeoXt GPS equipment. A complete map of the property showing archaeological resources will be created using ArcGIS software.

All artifacts, notes, photographs, maps, and other project-related materials will be returned to TRC's Nashville laboratory for processing upon completion of the field studies. Artifacts will be washed, accessioned, analyzed, and temporarily curated. Finally, all artifacts and project materials (including a copy of the final report) will be prepared for final curation at a facility to be designated by COF.

Reporting

A management summary will be submitted to COF within one week of completion of the archaeological survey. This management summary will include maps depicting the locations of all recorded resources. Three (3) copies of the draft technical report will be submitted to COF within three weeks of the completion of the fieldwork. The draft report will describe the environmental background and regional cultural history of the project area, the results of the literature and records search and historical consultations, the results of the fieldwork, and will include analysis of results, and appropriate maps and graphics. In keeping with Section 106 requirements, the report will also include firm National Register of Historic Places eligibility recommendations with detailed information and discussion in support of such recommendations. Treatment plans for further work relative to any recommended Phase II testing of sites will be provided in the report as well. Three (3) copies of the final report will be prepared and submitted promptly after receipt of all agency review comments. In addition, TRC will submit CDs containing a copy of the final report in PDF format.

Project Staff

TRC will assign proven senior staff from the TRC Nashville office to the key positions for this project. Dr. Larry McKee, Program Manager in the Nashville office, will serve as Principal Investigator, in general charge of the project. Ms. Kelly Hockersmith, an experienced archaeologist in the Nashville office, will serve as field director, in direct charge of the archaeological survey. TRC Staff has extensive experience planning and supervising Phase I, II, and III Cultural Resource Management Projects for private and Federal contracts throughout the Southeastern United States, including work on numerous projects in the Franklin area. Field and lab crews for the project will be drawn from our on-staff technicians in Nashville as needed.

Conclusions

We are prepared to mobilize on this project as soon as possible upon receipt of the official notice to proceed. The fieldwork is expected to take five days to complete,



assuming no major weather delays. TRC is offering the services described above at a **fixed price cost of \$13,897.15**, with payment terms net 30 days. If you accept this proposal, please sign below and return to me at your earliest convenience.

TRC appreciates the opportunity to work with you on this project. Please do not hesitate to contact me at (615) 884-4430 ext. 15 if you have questions about our proposal or schedule.

Best,



Kelly Hockersmith
Field Director, Archaeology

Authorization:

The City of Franklin authorizes TRC to carry out the above described services, and accepts the fixed price cost of **\$13,897.15** for the work.

Signature	Printed Name	Title	Date
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TENNESSEE HISTORICAL COMMISSION
DEPARTMENT OF ENVIRONMENT AND CONSERVATION
2941 LEBANON ROAD
NASHVILLE, TN 37243-0442
(615) 532-1550

RECEIVED

MAR 11 2013

RECREATION EDUCATIONAL
SERVICES

March 6, 2013

Mr. Bill Avant
TDEC
401 Church Street
10th Floor, L&C Tower
Nashville, Tennessee 37243

RE: FHWA, EQUESTRIAN TRAIL AND CANOE ACCESS, FRANKLIN, WILLIAMSON COUNTY

Dear Mr. Avant:

The above-referenced undertaking has been reviewed with regard to National Historic Preservation Act compliance by the participating federal agency or its designated representative. Procedures for implementing Section 106 of the Act are codified at 36 CFR 800 (Federal Register, December 12, 2000, 77698-77739).

In order to complete our review of this undertaking, this office will need to receive from you a detailed archaeological survey report on the area of potential effect. A list of individuals and organizations which have indicated a desire to work in Tennessee is available at <http://www.tn.gov/environment/hist/pdf/archaeol.pdf>. This list is solely for the convenience of persons or firms seeking archaeological services. It does not indicate nor imply any sanction, certification, or approval by the State of Tennessee.

Upon receipt of the survey report, we will complete our review of this undertaking as expeditiously as possible. Until such time as this office has rendered a final comment on this project, your Section 106 obligation under federal law has not been met. Please inform this office if this project is canceled or not funded or permitted by the federal agency. Questions and comments may be directed to Jennifer M. Barnett (615) 741-1588, ext. 105.

Your cooperation is appreciated.

Sincerely,

Sincerely,

E. Patrick McIntyre, Jr.
Executive Director and
State Historic Preservation Officer

EPM/jmb



STATE OF TENNESSEE
DEPARTMENT OF ENVIRONMENT AND CONSERVATION
DIVISION OF ARCHAEOLOGY
Cole Building #3, 1216 Foster Avenue
NASHVILLE, TN 37210
(615) 741-1588 FAX (615) 741-7329

February 25, 2013

Mr. Bill Avant
GIS/Land Acquisition Manager
Recreation Education Services
10th Floor – L&C Tower
Nashville, TN 37243

Re: RTP Grant – Franklin Greenway and Open Space Master plan

Dear Mr. Avant:

The above-referenced project was reviewed under our responsibilities set forth in Tennessee Code Annotated 11-6-108. Two archaeological sites have been recorded within the Harlinsdale Farm property – 40WM6 and 40WM99 (see attached). A number of prehistoric, stone-box burials were recorded at Site 40WM6 in the 1970s. This site should be avoided if possible. If avoidance is not possible, additional archaeological investigations will be necessary to insure that additional burials are not impacted by the proposed project. This office also recommends a phase I archaeological survey of the proposed equestrian/pedestrian/bike trails and canoe access points prior to construction.

For the applicant's information, a court order from Chancery Court must be obtained prior to the removal of any human graves. **If human remains are encountered or accidentally uncovered by earthmoving activities, all activity within the immediate area must cease.** The county coroner or medical examiner, a local law enforcement agency, and the state archaeologist's office should be notified at once (Tennessee Code Annotated 11-6-107d).

If you have any further questions, please feel free to contact me at 741-1588, ext. 113.

Sincerely,

Mark Norton
State Programs Archaeologist

**CITY OF FRANKLIN, TENNESSEE
PROFESSIONAL SERVICES AGREEMENT
COF Contract No 2013-0142**

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is by and between the City of Franklin, Tennessee, hereinafter referenced as City, and **TRC SOLUTIONS** hereinafter referenced as Consultant, who mutually agrees as follows:

DECLARATIONS. City desires to retain Consultant to provide Archaeological Survey, related technical, and other services in connection with City’s project hereinafter referenced as Project. The Project is described as follows:

**The Park at Harlinsdale Farm
Archaeological Monitoring**

1. **SCOPE OF SERVICES.** Consultant shall provide Archaeological Survey and related technical services for the Project in accordance with the SCOPE OF SERVICES. The SCOPE OF SERVICES as found in Exhibit A shall be considered as an integral part hereof.
2. **CONSULTANT’S FEE** for work as established in the SCOPE OF SERVICES and the FEE SCHEDULE as found in Exhibit A shall be a **Not to Exceed Amount of Thirteen Thousand Eight Hundred Ninety-Seven and 15/100 Dollars (\$13,897.15).**
3. In event of a conflict between this Agreement and the attached document(s), this Agreement shall supersede conflicting terms and conditions.

**The Board of Mayor and Aldermen Approved this Agreement on the
_____ Day of _____ 201__.**

BY: _____
TRC Solutions
TITLE: _____
Date: _____

BY: _____
Dr. Ken Moore
Mayor
Date: _____

TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

ARTICLE 1. SERVICES. Consultant will:

- 1.1 Act for City in a professional manner, using that degree of care and skill ordinarily exercised by and consistent with standards of competent consultants using the standards in the industry:
- 1.2 Consider all reports to be confidential and distribute copies of the same only to those persons specifically designated by the City.
- 1.3 Perform all services under the general direction of a senior professional employee, licensed and/or registered in the State of Tennessee, when appropriate.
- 1.4 Retain pertinent records relating to the services performed for a period of seven (7) years following the completion of the work; during this period the records shall be available for review by City at all reasonable times.

ARTICLE 2. CITY'S RESPONSIBILITIES. City, or its authorized representative, will:

- 2.1 Provide Consultant with all information regarding the Project, which is available to, or reasonably obtainable by, the City.
- 2.2 Furnish right-of-entry onto the Project site for Consultant's necessary field studies and surveys. Consultant will endeavor to restore the site to its original condition and shall remain solely liable for all damages, costs and expenses, including reasonable attorneys' fees, for failure to make such restoration.
- 2.3 Designate, in writing, the sole Project representative to coordinate with and direct the Consultant, including all contact information.
- 2.4 Guarantee to Consultant that it has the legal capacity to enter into this contract and that sufficient monies are available to fund Consultant's compensation.

ARTICLE 3. GENERAL CONDITIONS.

- 3.1 Consultant, by the performance of services covered hereunder, does not in any way assume, abridge or abrogate any of those duties, responsibilities or authorities customarily vested in other professionals or agencies participating in the Project.
- 3.2 Consultant shall be responsible for the acts or omissions of any party involved in concurrent or subsequent phases of the PROJECT acting upon written instruction issued by the Consultant.
- 3.3 Neither City nor Consultant may assign or transfer its duties or interest in this Agreement without written consent of the other party. However, nothing in this Article shall prevent Consultant from

engaging independent consultants, associates, and subcontractors to assist in the performance of the Services at Consultant's cost.

3.4 **ALLOCATION OF RISK AND LIABILITY; GENERAL.** Considering the potential liabilities that may exist during the performance of the services of this Agreement, the relative benefits and risks of the Project, and the Consultant's fee for the services rendered, and in consideration of the promises contained in this Agreement, the City and the Consultant agree to allocate and limit such liabilities in accordance with this paragraph.

3.5 **INDEMNIFICATION.** Consultant agrees to indemnify and hold City harmless from and against legal liability for all judgments, losses, damages, and expenses to the extent such judgments, losses, damages, or expenses are caused by Consultant's negligent act, error or omission in the performance of the services of this Agreement. In the event judgments, losses, damages, or expenses are caused by the joint or concurrent negligence of Consultant and City, they shall be borne by each party in proportion to its own negligence.

3.5.1 **SURVIVAL.** The terms and conditions of this paragraph shall survive completion of this services agreement.

3.6 **LIMITATIONS OF RESPONSIBILITY.** Consultant shall not be responsible for (a) construction means, methods, techniques, sequences, procedures, or safety precautions and programs in connection with the Project unless specifically undertaken in Attachment A, **SCOPE OF SERVICES**; (b) the failure of any contractor, subcontractor, Consultant, or other Project participant, not under contract to Consultant, to fulfill contractual responsibilities to City or to comply with federal, state, or local laws, regulations, and codes; or (c) procuring permits, certificates, and licenses required for any construction unless such procurement responsibilities are specifically assigned to Consultant in Attachment A, **SCOPE OF SERVICES**.

ARTICLE 4. TERMINATION BY THE CITY. The City may terminate this Agreement in accordance with the following terms and conditions:

4.1 **Termination for Convenience.** The City may, when in the interests of the City, terminate performance under this Agreement with the Consultant, in whole or in part, for the convenience of the City. The City shall give written notice of such termination to the Consultant specifying when termination becomes effective. The Consultant shall incur no further obligations in connection with the work so terminated, other than warranties and guarantees for completed work and installed equipment, and the Consultant shall stop work when such termination becomes effective. The Consultant shall also terminate

outstanding orders and subcontracts for the affected work. The Consultant shall settle the liabilities and claims arising out of the termination of subcontracts and orders. The City may direct the Consultant to assign the Consultant's right, title and interest under termination orders or subcontracts to the City or its designee. The Consultant shall transfer title and deliver to the City such completed or partially completed work and materials, equipment, parts, fixtures, information and Contract rights as the Consultant has in its possession or control. When terminated for convenience, the Consultant shall be compensated as follows:

- (1) The Consultant shall submit a termination claim to the City specifying the amounts due because of the termination for convenience together with costs, pricing or other data required by the City. If the Consultant fails to file a termination claim within one (1) year from the effective date of termination, the City shall pay the Consultant the amount the City deems the Consultant is due.
- (2) The City and the Consultant may agree to the compensation, if any, due to the Consultant hereunder.
- (3) Absent agreement to the amount due to the Consultant, the City shall pay the Consultant the following amounts:
 - (a) Contract costs for labor, materials, equipment and other services accepted under this Agreement;
 - (b) Reasonable costs incurred in preparing to perform and in performing the terminated portion of the work, and in terminating the Consultant's performance, plus a fair and reasonable allowance for direct job site overhead and earned profit thereon (such profit shall not include anticipated profit or consequential damages); provided however, that if it reasonably appears that the Consultant would have not profited or would have sustained a loss if the entire Agreement would have been completed, no profit shall be allowed or included and the amount of compensation shall be reduced to reflect the anticipated rate of loss, if any;

The total sum to be paid the Consultant under this Section shall not exceed the total Agreement Price, as properly adjusted, reduced by the amount of payments otherwise made, and shall in no event include duplication of payment.

- 4.2 Termination for Cause. If the Consultant does not perform the work, or any part thereof, in a timely manner, supply adequate labor, supervisory personnel or proper equipment or materials, or if it fails to timely discharge its obligations for labor, equipment and materials, or proceeds to disobey applicable law, or otherwise commits a violation of a material provision of this Agreement, then the City, in addition to any other rights it may have against the Consultant or others, may terminate the performance of the Consultant, in whole or in part at the City's sole option, and assume possession of the Project Plans and materials and may complete the work.

In such case, the Consultant shall not be paid further until the work is complete. After Completion has been achieved, if any portion of the Contract Price, as it may be modified hereunder, remains after the cost to the City of completing the work, including all costs and expenses of every nature incurred, has been deducted by the City, such remainder shall belong to the Consultant. Otherwise, the Consultant shall pay and make whole the City for such cost. This obligation for payment shall survive the termination of the Agreement.

In the event the employment of the Consultant is terminated by the City for cause pursuant to this Section and it is subsequently determined by a Court of competent jurisdiction that such termination was without cause, such termination shall thereupon be deemed a Termination for Convenience under this Section and the provisions of Section 4.1 shall apply.

- 4.3 Termination for Non-Appropriation. The City may also terminate this Agreement, in whole or in part, for non-appropriation of sufficient funds to complete or partially complete the Project, regardless of the source of such funds, and such termination shall be on the terms of Section 4.1.
- 4.4 The City's rights under this Section shall be in addition to those contained elsewhere herein or provided by law.

ARTICLE 5. SCOPE OF SERVICES. Consultant shall provide the Services as described in Attachment A, SCOPE OF SERVICES.

5.1 By mutual agreement, this contract and scope can be amended by the parties. The scope and fee for any additional tasks or services under such amendment shall be mutually negotiated and agreed to in writing prior to beginning such additional tasks or services.

5.2 **ENVIRONMENTAL RESPONSIBILITY.**

Where drilling/sampling services are involved, the samples obtained from the Project site are the property of the City. Should any of these samples be recognized by the Consultant to be contaminated, the City shall remove them from the Consultant's custody and transport them to a disposal site, all in accordance with applicable government statutes, ordinances, and regulations. For all other samples, the Consultant shall retain them for a sixty (60)-day period following the submission of the drilling/sampling report unless the City directs otherwise; thereafter, the Consultant shall discard the samples in accordance with all federal, state and local laws.

ARTICLE 6. SCHEDULE.

6.1 **TIME OF THE ESSENCE.** The parties agree that TIME IS OF THE ESSENCE with respect to the parties' performance of all provisions of the Agreement.

6.2 **FORCE MAJEURE.** Neither party will be liable to the other for any delay or failure to perform any of the services or obligations set forth in this Agreement due to causes beyond its reasonable control, and performance times will be considered extended for a period of time equivalent to the time lost because of such delay plus a reasonable period of time to allow the parties to recommence performance of their respective obligations hereunder. Should a circumstance of force majeure last more than ninety (90) days, either party may by written notice to the other terminate this Agreement. The term "force majeure" as used herein shall mean the following: acts of God; strikes, lockouts or other industrial disturbances; acts of public enemies; orders or restraints of any kind of the government of the United States or of the State or any of their departments, agencies or officials, or any civil or military authority; insurrections, riots, landslides, earthquakes, fires, storms, tornadoes, droughts, floods, explosions, breakage or accident to machinery, transmission pipes or canals; or any other cause or event not reasonably within the control of either party.

6.3 Should City request changes in the scope, extent, or character of the Project, the time of performance of Consultant's services as indicated in Attachment A shall be adjusted equitably.

ARTICLE 7. USE OF DOCUMENTS, DATA.

7.1 All Documents, including, but not limited to, reports, drawings, specifications, and computer software prepared by Consultant pursuant to this Agreement are instruments of service in respect to the Project. Consultant shall retain an ownership and property interest therein (including the right of reuse at the discretion of the Consultant) whether or not the Project is completed.

7.1.1 **USE OF DATA SYSTEMS:** Ownership, property interests and proprietary rights in data systems used by Consultant do not extend to the data created by or supplied to Consultant by the City; all rights to that data (including derivative or hidden data such as metadata) shall vest solely in City at the moment of creation.

7.1.2 **DISCLOSURE OF DOCUMENTS/DATA.** City may be required to disclose documents or data under state or federal law. City shall notify Consultant if a request for data or documents has been made and shall give Consultant a reasonable opportunity under the circumstances to respond to the request by redacting proprietary or other confidential information. Consultant waives any right to confidentiality of any document, e-mail or file it fails to clearly mark on each page as confidential or proprietary. In exchange, Consultant agrees to indemnify, defend, and hold harmless City for any claims by third parties relating thereto or arising out of (i) the City's failure to disclose such documents or information required to be disclosed by law, or (ii) the City's release of documents as a result of City's reliance upon Consultant representation that materials supplied by Consultant (in full or redacted form) do not contain trade secrets or proprietary information, provided that the City impleads Consultant and Consultant assumes control over that claim.

7.2 City-furnished data that may be relied upon by Consultant is limited to the printed copies that are delivered to the Consultant pursuant to Article 2 of this Agreement. Any copyrighted electronic files furnished by City shall be used by Consultant only for the Project as described herein. City's posting or publication of such documents created by Consultant for City shall constitute fair use and shall not constitute an infringement of Consultant's copyright, if any.

7.3 Documents that may be relied upon by City are limited to the printed copies (also known as hard copies) that are signed or sealed by the Consultant. Files in electronic media format of text, data, graphics, or

of other types that are furnished by Consultant to City are only for convenience of City, unless the delivery of the Project in electronic media format has been dictated in Attachment A, SCOPE OF SERVICES. Any conclusion or information obtained or derived from electronic files provided for convenience will be at the user's sole risk.

- 7.4 Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the 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 the data thus transferred. Any errors detected within the 60-day acceptance period will be corrected by the party delivering the electronic files. Unless stated otherwise herein, Consultant shall not be responsible to maintain documents stored in electronic media format after acceptance by City.
- 7.5 When transferring documents in electronic media format, Consultant makes no representations as to long term compatibility, usability, or readability, of documents resulting from the use of software application packages, operating systems, or computer hardware differing from that as required of, and used by, Consultant at the beginning of this Project.
- 7.6 City may make and retain copies of Documents for information and reference in connection with use on the Project by the City, or his authorized representative. Such Documents are not intended or represented to be suitable for reuse by City or others on extensions of the Project or on any other project. Any such reuse or modifications without written verification or adaptation by Consultant, as appropriate for the specific purpose intended, will be at City's sole risk and without liability or legal exposure to the Consultant or to Consultant's Consultants.
- 7.7 If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.
- 7.8 Any verification or adaptation of the Documents for extensions of the Project or for any other project will entitle Consultant to further compensation at rates to be agreed upon by City and Consultant.

ARTICLE 8. INSURANCE.

- 8.1 During the performance of the Services under this Agreement, Consultant shall maintain the following minimum insurance:
- a) General Liability Insurance with a combined single limit of \$1,000,000 per occurrence and \$2,000,000 annual aggregate.
 - b) Automobile Liability Insurance with a combined single limit of \$1,000,000 for each person and \$1,000,000 for each accident.

- c) Workers' Compensation Insurance Coverage A in accordance with statutory requirements and Coverage B, Employer's Liability Insurance, with a limit of \$500,000 for each occurrence.
 - d) Professional Liability Insurance with a limit of \$1,000,000 annual aggregate.
- 8.2 Consultant shall add the City an additional insured on all policies unless otherwise prohibited.
- 8.3 Consultant shall, upon execution of this Agreement, furnish City certificates of insurance, which shall include a provision that such insurance shall not be canceled without at least thirty days' written notice to City.
- 8.4 No insurance, of whatever kind or type is to be considered as in any way limiting other parties' responsibility for damages resulting from their activities in the execution of the Project. City agrees to include, or cause to be included, in the Project's construction contract, such requirements for insurance coverage and performance bonds by the Project's construction contractor as City deems adequate to indemnify City, Consultant, and other concerned parties against claims for damages and to insure compliance of work performance and materials with Project requirements.

ARTICLE 9. PAYMENT.

- 9.1 City will pay Consultant for services and expenses in accordance with the Fee Schedule proposal submitted for the Project as part of the Scope Of Services. Consultant's invoices will be presented at the completion of the work or monthly and will be payable upon receipt. Payment is due upon presentation of invoice and is past due thirty (30) days from invoice date. City shall give prompt written notice of any disputed amount and shall pay the remaining amount.
- 9.2 Consultant shall be paid in full for all services under this Agreement, including City-authorized overruns of the Project budget or unforeseen need for Consultant's services exceeding the original Scope Of Services.
- 9.3 **TRAVEL; EXPENSES**
The City shall reimburse reasonable expenses, including travel and meals, when specified in the Scope Of Services, but only in accordance with the City's Travel and Expense Policy and Procedures Manual. The maximum amount will be applied as of the date of travel and as listed in the per diem reimbursement rates on the "CONUS" website developed by the United States General Services Administration, located at www.gsa.gov [click on 'per diem rates' under the 'etools' category].

ARTICLE 10. MISCELLANEOUS PROVISIONS

10.1 **EQUAL EMPLOYMENT OPPORTUNITY.** In connection with this Agreement and the Project, the City and the Consultant shall not discriminate against any employee or applicant for employment because of race, color, sex, national origin, disability or marital status. The City and Consultant will take affirmative action to ensure that contractor used for the Project does not discriminate against any employee and employees are treated during employment without regard to their race, age, religion, color, gender, national origin, disability or marital status. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination, rates of pay or other forms of compensation; and selection for training, including apprenticeship.

10.1.1 The Consultant shall insert the foregoing provision in all contracts relating to this Project.

10.2 **TITLE VI – CIVIL RIGHTS ACT OF 1964.** The City and the Consultant shall comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), 49 C.F.R., Part 21, and related statutes and regulations.

10.2.1 The Consultant shall insert the foregoing provision in all contracts relating to this Project.

10.3 **NO THIRD PARTY RIGHTS CREATED.** City and Consultant each binds itself and its successors, executors, administrators, permitted assigns, legal representatives and, in the case of a partnership, its partners, to the other party to this Agreement and to their successors, executors, administrators, permitted assigns, legal representatives and partners of such other party in respect to all provisions of this Agreement. The Services provided for in this Agreement are for the sole use and benefit of City and Consultant. Nothing in this Agreement shall be construed to give any rights or benefits to anyone other than the City and the Consultant.

10.4 **WARRANTIES/LIMITATION OF LIABILITY/WAIVER.** The City reserves all rights afforded to local governments under law for all general and implied warranties. The City does not waive any rights it may have to all remedies provided by law and therefore any attempt by Consultant to limit its liability shall be void and unenforceable.

ARTICLE 11. EXTENT OF AGREEMENT:

11.1 **APPLICABLE LAW/CHOICE OF FORUM AND VENUE.** This Agreement is made under and will be construed in accordance with the laws of the State of Tennessee without giving effect to that state's

choice of law rules. The parties' choice of forum and venue shall be exclusively in the courts of Williamson County, Tennessee. Any provision of this Agreement held to violate a law or regulation shall be deemed void, and all remaining provisions shall continue in force.

- 11.2 ENTIRE AGREEMENT. This Agreement, including these terms and conditions, represent the entire Agreement between City and Consultant for this Project and supersedes all prior negotiations, representations or agreements, written or oral. This Agreement may be amended only by written instrument signed by City and Consultant.

ARTICLE 12. DISPUTE RESOLUTION, BREACH.

- 12.1 If a dispute should arise relating to the performance of or payment for the services under this Agreement, the aggrieved party shall notify the other party of the dispute within a reasonable time after such dispute arises. During the pendency of any dispute, the parties shall continue diligently to fulfill their respective obligations hereunder. No arbitration or mediation shall be required as a condition precedent to filing any legal claim arising out of or relating to the Contract. No arbitration or mediation shall be binding.
- 12.2 BREACH. Upon deliberate breach of the Contract by either party, the non-breaching party shall be entitled to terminate the Contract with notice, with all of the remedies it would have in the event of termination, and may also have such other remedies as it may be entitled to in law or in equity.

ARTICLE 13. SURVIVAL.

The provisions contained in this Professional Services Agreement shall survive the completion of or any termination of the Contract, agreement or other document to which it may accompany or incorporate by reference or which subsequently may be modified, unless expressly excepted from this Article upon consent of both parties.