

PROFESSIONAL SERVICES CONTRACT

PART I - AGREEMENT

THIS AGREEMENT, entered into this 11th day of July, 2019, by and between the City of La Crosse, hereinafter called the "Owner" acting herein by Bernard Lenz, P. E., Utilities Manager, and Strand Associates, Inc.[®], hereinafter called the "Consultant" acting herein by Joseph M. Bunker duly authorized.

WITNESSETH THAT:

WHEREAS, the Owner desires to implement EDA Project Number 06-79-06117, a Public Works Program project funded by the U. S. Department of Commerce and administered by the Chicago Regional Office of the Economic Development Administration; and

WHEREAS, the Owner is and will act with authority as the Fiscal Agent for the Economic Development Association (EDA)-funded project identified above, and

WHEREAS, the Owner desires to engage a Consultant to render certain design services in connection with the EDA project.

NOW THEREFORE, the parties do mutually agree as follows:

1. **Scope of Services**

Part II, Scope of Services, is hereby incorporated by reference into this Agreement.

2. **Time of Performance** – The services of the Consultant shall commence on July 15, 2019. All of the services required and performed hereunder shall be completed no later than April 30, 2021. The following table includes project tasks and milestones and the anticipated order and timing. Both Consultant and the Owner agree to advise the other as early as possible regarding scheduling or completion date revisions.

<u>Tasks/Milestones</u>	<u>Anticipated Date of Completion</u>
Project Commencement	July 15, 2019
Planning Phase Services Complete	August 15, 2019
50 Percent Design Complete	October 1, 2019
90 Percent Design Complete	November 15, 2019
Final Design Complete	December 31, 2019
Bidding-Related Services Complete	February 28, 2020
Construction-Related Services Complete	April 30, 2021

3. **Access to Information** – It is agreed that all information, data, reports and records and/or other information as is existing, available and necessary for the carrying out of the services outlined above shall be furnished to the Consultant by the Owner and its agents. No charge will be made to the Consultant for such information and the Owner and its agents will cooperate with the Consultant in every way possible to facilitate the performance of the services described in the Agreement. The Consultant may rely upon the information provided by the Owner and will notify the Owner of discrepancies within the information.

4. **Compensation and Method of Payment** – The maximum amount of compensation and reimbursement to be paid hereunder on an hourly rate basis plus expenses shall not exceed Five Hundred and Seventy-Seven Thousand, Nine Hundred Forty-Five dollars (\$577,945.00). Interim payment to the Consultant shall be based on monthly services completed.

A breakdown of the compensation is attached as Part III to this Agreement as an indication of **Consultant's** anticipated hours and fees for the services. The breakdown of the actual hours, expenses, and total compensation for the services may vary from that shown, but the estimated fee indicated herein shall not be exceeded unless agreed to in accordance with this Agreement.

The **Owner** shall pay the **Consultant** within 45 days of receipt of an acceptable invoice from the **Consultant** for services rendered in the previous month.

Nonpayment 60 days after receipt of an acceptable invoice may, at the **Consultant's** option, result in suspension of services upon 10 calendar days' notice to the **Owner**. Upon receipt of payment in full of all undisputed invoice amounts, the **Consultant** will resume services with no liability to the **Owner** for such a suspension related to compensation. The **Consultant** shall be entitled to an extension equivalent of the duration of the suspension.

5. **Indemnification** – The **Consultant** shall comply with **Owner's** Modified Standard Terms and Conditions for Professional Services as attached.


6. **Miscellaneous Provisions**

1. This Agreement shall be construed under and in accord with the laws of the State of Wisconsin and all obligations of the parties created hereunder are performable in La Crosse County, Wisconsin.
2. This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective heirs, executors, administrators, legal representatives, successors and assigns where permitted by this Agreement.
3. If one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provisions thereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein. All other terms hereof shall remain in full force and effect.
4. This Agreement may be amended by mutual agreement of the parties hereto in writing to be attached to and incorporated into this Agreement.
5. If performance of the **Consultant's** obligations are delayed through no fault of the **Consultant**, the **Consultant** will discuss an extension of time and additional compensation with the **Owner**.
6. Force Majeure: The **Consultant** shall not be responsible to the **Owner** if the services are delayed or prevented by wars, acts of enemies, strikes, fires, floods, acts of God, industry-wide shortages, or any other cause not within the control of the **Consultant**.
7. Setoff: Should the **Owner** exercise any setoff against the **Consultant**, the **Owner** shall notify the **Consultant** of such setoff and provide the **Consultant** the opportunity to cure such setoff within a timeframe defined by the **Owner**.
8. The **Owner's** reuse of any documents prepared by the **Consultant** for purposes unrelated to this Agreement shall be at the **Owner's** sole risk and without liability to the **Consultant**.

7. **Terms and Conditions** – This Agreement is subject to the provisions titled, "Part IV Modified Terms and Conditions" and attached hereto and incorporated by reference herein.

IN WITNESSETH HEREOF, the parties have hereunto set their hands and seals as of the date first affixed above.


(City of La Crosse)



Bernard Lenz, P. E.

Utilities Manager

(Strand Associates, Inc.®)



Joseph M. Bunker

Corporate Secretary

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PART II - SCOPE OF SERVICES

The Consultant shall provide the following scope of services:

1. Project Planning Phase

1. Review the **Owner's** available data-system GIS layers, SWMM model, pump run times, as-built, etc.
2. Meet with Storm Sewer Utility Staff and the City Engineer to set parameters for each lift station project. This includes reviewing the modeled and measured storm water quantity and pumping conditions for each project.
3. Perform an environmental evaluation for each project that includes wetland and floodplain delineations to EDA standards.
4. Develop the project delivery schedule including an estimated bid date for the project showing each task and sub-task in a spreadsheet format.

2. Project Design Phase

1. Use the **Owner's** SWMM models to prepare the final hydraulic design and to size the pumps on the project. Services will include the following:
 - a. Perform preliminary review of the **Owner**-provided models and make minor changes as necessary based on **Owner**-provided data and survey data. If the changes to the model appear to be significant, the **Consultant** will notify the **Owner**. Model calibration and modifications to the hydraulics methodology within the model will not be performed under this Agreement.
 - b. Analyze the existing conditions model with the proposed changes in place. This model will also include the existing lift station pump curves.
 - c. Update the proposed conditions modeling. This will include modifications to the upstream storm sewer to convey a 10-year design storm and incorporate the proposed pump curves. Inlet capacity in the upstream system will be modified in the model, however, detailed inlet capacity calculations will be completed by others during the design of the upstream improvements.
 - d. Provide a technical memorandum supporting the results of the existing and proposed conditions.
1. Provide topographic survey of Rose Storm Lift Station, Taylor Storm Lift Station, Monitor Storm Lift Station, and Lang Drive Storm Water Lift Station.
2. Determine the type and size of pumps for each station.
3. Conduct soil borings and prepare a geotechnical engineering report. Borings at the Rose Station are not included.
4. Design the control building. Assist the **Owner** with selecting an exterior appearance that will complement each location.

5. Design the motor control/supervisory control and data acquisition system for each station. Correspond with the local utilities.
 6. Design the site plan for each station in accordance with State and Local standards.
 7. Present each station's control building designs to the City Design Review Committee.
 8. Conduct a value engineering analysis for each project. Evaluate materials, equipment, and construction methods that will minimize life cycle costs and maximize function.
 9. Develop the project plans, specifications, and estimate of probable cost for bidding as one project. Any estimates of probable cost prepared by the **Consultant** are supplied for general guidance of the **Owner** only. The **Consultant** has no control over competitive bidding or market conditions and cannot guarantee the accuracy of such estimates as compared to contract bids or actual costs to the **Owner**.
 10. Prepare Bidding Documents using Engineers Joint Contract Documents Committee C-700 Standard General Conditions of the Construction Contract, 2013 edition, technical specifications, and engineering drawings. The Bidding Documents shall incorporate the required EDA's contract provisions.
 11. Submit Bidding Documents for review and approval by the EDA prior to advertisement.
 12. Incorporate EDA revisions and/or corrections as appropriate into the final Bidding Documents.
3. **Project Bid Phase**
1. Attend prebid meeting.
 2. Respond to bidder questions.
 3. Prepare addenda as needed. The **Owner** shall distribute addenda.
 4. Assist the **Owner** in the review and award of the bids.
4. **Project Construction Phase**
1. Provide 750 hours of resident project representative for observation of construction. In furnishing observation services, the **Consultant's** efforts will be directed toward determining for the **Owner** that the completed project will, in general, conform to the Contract Documents; but the **Consultant** will not supervise, direct, or have control over the contractor's work and will not be responsible for the contractor's construction means, methods, techniques, sequences, procedures, or health and safety precautions or programs, or for the contractor's failure to perform the construction work in accordance with the Contract Documents.
 2. Review and compile all materials testing results. The testing costs shall be at the contractor's expense.
 3. Review shop drawings and samples.
 4. Maintain a project diary. The diary shall include both a written account of daily progress and digital photos. Provide quarterly reports for submittal to EDA.

5. Review submittals and respond to contractor's Request for Information .
6. Review and recommend approval of change orders.
7. Review and recommend approval of contractor progress payments. The **Consultant's** review of progress payments from contractor(s) will not impose responsibility to determine that title to any of the work has passed to the **Owner** free and clear of any liens, claims, or other encumbrances. Any such service by the **Consultant** will be provided through an amendment to this Agreement.

5. **Project Close-Out Phase**

1. Review contractor-provided record drawing information.
2. Provide record drawings based on contractor-provided information and items observed by the **Consultant** while the **Consultant** is on site. The **Consultant** will not be liable for the record drawing information provided by the contractor and the **Owner**.
3. Review and recommend the contractor's final payment.
4. Assist the **Owner** with the EDA's project close-out procedures.

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PART III - COMPENSATION

	Total Estimated Hours	Total Fee
Administrative Services		
1 Administrative Services	29	\$5,100
Planning Services		
1 Review available data--system GIS layers, SWMM model, pump runtimes, record drawings, etc.	45	\$9,100
2 Meet with Storm Sewer Utility Staff and the Consultant to set parameters for each lift station project. This includes reviewing the modeled and measured storm water quantity and pumping conditions for each project.	349	\$58,100
3 Perform historic/archeological research for each project to EDA Standards.	9	\$1,500
4 Perform an environmental evaluation for each project that includes wetland and floodplain delineations to EDA standards.	92	\$13,100
5 Develop the project delivery schedule, including an estimated bid date for the project showing each task and sub-task in a spreadsheet format.	24	\$4,000
Subtotal Planning and Administrative Services		\$90,900
Design Services		
1 Use the Owner's SWMM model's results to make the final hydraulic design and to size the pumps for each project.	67	\$12,500
2 Provide topographic survey of four pumping stations	138	\$20,000
3 Specify the type and size of pumps for each station.	38	\$5,600
4 Conduct soil borings that includes an engineering report. Borings at the Rose Station are not needed. Boring costs are included with the Consultant's reimbursable costs.	29	\$4,500
5 Specify each station's wet well construction method considering soil boring data.	148	\$19,400
6 Design the control building. Recommend an exterior appearance that will complement each location.	139	\$24,400
7 Design the motor control/SCADA system for each station. Include all coordination with Xcel Energy for electric service modifications.	42	\$6,300
8 Design the site plan for each station to meet state and local standards.	117	\$17,400

9	Present each station's control building designs to the City Design Review Committee.	24	\$5,300	
10	Conduct a value engineering analysis for each project. Evaluate materials, equipment, and construction methods that will minimize life cycle costs and maximize function.	102	\$18,100	
11	Develop the project plans, specifications, and estimate of probable cost for bidding as one project. Bidding Documents shall incorporate the required EDA's contract provisions.	859	\$121,000	
12	Submit Bidding Documents for review and approval by the EDA prior to advertisement for Bids.	32	\$5,100	
13	Incorporate EDA revisions and/or corrections	54	\$8,200	
	Subtotal Design Services			\$267,800
	Bidding-Related Services			
1	Attend prebid meeting.	16	\$2,300	
2	Respond to bidder questions.	28	\$4,200	
3	Prepare addenda as needed.	28	\$4,300	
4	Assist the Owner in review and award of bids.	16	\$2,500	
	Subtotal Bidding-Related Services			\$13,300
	Construction-Related Services			
1	Provide resident observation.	900	\$107,500	
2	Review testing results.	90	\$13,500	
3	Review shop drawings and samples.	274	\$36,600	
4	Prepare and review change orders.	72	\$10,600	
5	Review and recommend payment requests.	76	\$12,200	
6	Review and prepare record drawings based on data provided by contractor.	38	\$5,500	
7	Review and recommend final payment request.	12	\$2,000	
8	Assist the Owner in EDA closeout procedures.	26	\$3,800	
	Subtotal Construction-Related Services			\$191,700
	Subconsultant Services			
1	Braun Intertec		\$9,625	
2	Commonwealth Heritage Group		\$4,620	
	Subtotal Subconsultants			\$14,245
	Total Hours	3913		
	Total Fee			\$577,945

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PART IV - MODIFIED TERMS AND CONDITIONS

Modified STANDARD TERMS AND CONDITIONS

1. **DEFINITIONS.** In this section "Contracting Party" shall mean any party that is entering into this Agreement with the City of La Crosse. "La Crosse" shall mean the City of La Crosse. These definitions shall apply only to this section titled "Standard Terms and Conditions" and shall not replace, modify or supersede any definitions used in other sections of this Agreement.
 2. **STANDARD OF PERFORMANCE.** Contracting Party agrees that the performance of the services, pursuant to the terms and conditions of this Agreement, shall be performed in a manner consistent with the degree of care and skill ordinarily exercised by members of the same professions currently practicing under similar circumstances providing like services. Contracting Party agrees to abide by all applicable federal, state and local laws, regulations and ordinances, and all provisions of this Agreement.
 3. **FULLY QUALIFIED.** Contracting Party represents that all personnel engaged in the performance of the services set forth in this Agreement shall be fully qualified and shall be authorized or permitted under state and local law to perform the services.
 4. **SCOPE OF SERVICES.** Contracting Party is required to perform, do and carryout in a satisfactory, timely, and professional manner the services set forth in this Agreement. The Contracting Party is required to furnish all services and labor necessary as indicated in this Agreement, including without limitation materials, equipment, supplies, and incidentals. The scope of services to be performed shall include, without limitation, those services set forth in this Agreement. La Crosse may from time to time request the Contracting Party to perform additional services which are not set forth in this Agreement. In the event that such a request is made, the performance of such services shall be subject to the terms, conditions and contingencies set forth in this Agreement.
 5. **CHANGE OF SCOPE.** The scope of service set forth in this Agreement is based on facts known at the time of the execution of this Agreement, including, if applicable, information supplied by Contracting Party. Scope may not be fully definable during initial phases. As projects progress, facts discovered may indicate that the scope must be redefined. Parties shall provide a written amendment to this Agreement to recognize such change.
 6. **COMPENSATION.** Contracting Party will be compensated by La Crosse for the services provided under this Agreement and subject to the terms, conditions and contingencies set forth herein. Payments to Contracting Party for services rendered under this Agreement will be based on itemized invoices submitted on a monthly basis by the Contracting Party to La Crosse. These invoices must be itemized to include labor costs and the Contracting Party's direct expenses, including subcontractor costs. In addition, such invoices shall show the hours worked by the Contracting Party's staff and the amount of work completed as a percentage of the work to be performed. The final payment of the balance due the Contracting Party for the completed service shall be made upon completion and acceptance of the services performed by the Contracting Party under this Agreement.
 7. **TAXES, SOCIAL SECURITY, INSURANCE AND GOVERNMENT REPORTING.** Personal income tax payments, social security contributions, insurance and all other governmental reporting and contributions required as a consequence of the Contracting Party receiving payment under this Agreement shall be the sole responsibility of the Contracting Party.
 8. **TERMINATION FOR CAUSE.** If, through any cause, the Contracting Party shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or if the Contracting Party shall violate any of the covenants, agreements, or stipulations of this Agreement, La Crosse shall thereupon have the right to terminate this Agreement by giving written notice to the Contracting Party of such termination and specifying the effective date, at least ten (10) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, reports or other material related to the services performed by the Contracting Party under this Agreement for which compensation has been made or may be agreed to be made shall, at the option of La Crosse, become the property of La Crosse. Notwithstanding the foregoing, the Contracting Party shall not be relieved of liability to La Crosse for damages sustained by La Crosse by virtue of this Agreement by the Contracting Party, and La Crosse may withhold any payments to the Contracting Party for the purpose of setoff until such time as the exact amount of damages due to La Crosse from the Contracting Party is determined.
 9. **TERMINATION FOR CONVENIENCE.** La Crosse may terminate this Agreement at any time and for any reason by giving written notice to the Contracting Party of such termination and specifying the effective date, at least ten (10) days before the effective date of such termination. If this Agreement is terminated by La Crosse pursuant to this provision, Contracting Party will be paid an amount which bears the same ratio to the total compensation as the services actually and satisfactorily performed bear to the total services of the Contracting Party covered by this Agreement, less payments for such services as were previously made. The value of the services rendered and delivered by Contracting Party will be determined by La Crosse.
 10. **SAFETY.** Unless specifically included as a service to be provided under this Agreement, La Crosse specifically disclaims any authority or responsibility for general job site safety, or the safety of persons or property.
 11. **DELAYS.** If performance of La Crosse's obligations is delayed through no fault of La Crosse, La Crosse shall be entitled to an extension of time equal to the delay.
 12. **OPINIONS OF COST.** Any opinion of costs prepared by La Crosse is supplied for general guidance of Contracting Party only. La Crosse cannot guarantee the accuracy of such opinions as compared to actual costs to Contracting Party.
 13. **USE OF LA CROSSE PROPERTY.** Any property belonging to La Crosse being provided for use by Contracting Party shall be used in a responsible manner and only for the purposes provided in this Agreement. No changes, alterations or additions shall be made to the property unless otherwise authorized by this Agreement.
 14. **INSURANCE.** Contracting Party shall, at its sole expense, obtain and maintain in effect at all times during this Agreement the following insurance coverage:
 - 1) Commercial General Liability Insurance of not less than \$1,000,000.00 per occurrence for bodily injury, personal injury and property damage;
 - 2) Automobile Liability Insurance of not less than \$1,000,000.00 per occurrence for bodily injury and property damage covering all vehicles to be used in relationship to this Agreement;
 - 3) Umbrella Liability Insurance of not less than \$1,000,000.00 per occurrence for bodily injury, personal injury and property damage in excess of coverage carried for commercial general liability and automobile liability;
 - 4) Professional Liability Insurance of not less than \$1,000,000.00 per claim and annual aggregate; and
 - 5) To the extent that Contracting Party employs any employees or as otherwise required by law, Workers' Compensation and Employees' Liability Insurance with Wisconsin statutory limits.
- On the certificate of insurance, La Crosse shall be named as an additional insured on any General Liability Insurance, Automobile Insurance, and Umbrella Liability Insurance. The certificate must state the following: The City of La Crosse, its officers, agents, employees, and authorized volunteers shall be Additional Insureds. Prior to execution of the Agreement, Contracting Party shall file with La Crosse, a certificate of insurance signed by the insurer's representative evidencing the coverage required by this Agreement. Such evidence shall include an additional insured endorsement signed by the insurer's representative. Contracting Party shall provide La Crosse with a thirty (30) day notice prior to termination or cancellation of the policy. La Crosse reserves the right to require review and approval of the actual policy of insurance before it executes this Agreement.
15. **INDEMNIFICATION.** To the fullest extent allowable by law, Contracting Party hereby indemnifies and shall defend and hold harmless, at Contracting Party's expense, La Crosse, its elected and appointed officials, committee members, officers, employees or authorized representatives or volunteers, from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, losses, interest, attorney's fees (including in-house counsel legal fees), costs and expenses of ~~whichever kind, character or nature~~ ^{whichever kind, character or nature} whether arising before, during, or after completion of the Agreement hereunder and in any manner directly or indirectly caused or contributed to in whole or in part, by reason of any act, omission, fault, or negligence, whether active or passive of Contracting Party, or of anyone acting under its direction or control on its behalf in connection with or incident to the performance of this Agreement, regardless if liability without fault is sought to be imposed on La Crosse. Contracting Party's aforesaid indemnity and hold harmless agreement shall not be applicable to any liability caused by the willful misconduct of La Crosse, its elected and appointed officials, officers, employees or authorized representatives or volunteers. Nothing in this Agreement shall be construed as La Crosse waiving its statutory limitation and/or immunities as set forth in the applicable Wisconsin Statutes or other applicable law. This indemnity provision shall survive the termination or expiration of this Agreement.
- Contracting Party shall reimburse La Crosse, its elected and appointed officials, officers, employees or authorized representatives or volunteers for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided. ~~Contracting Party's obligation to indemnify shall not be restricted to insurance proceeds, if any, received by La Crosse, its elected and appointed officials, officers, employees or authorized representatives or volunteers.~~ **negligent act**
16. **NO PERSONAL LIABILITY.** Under no circumstances shall any trustee, officer, official, commissioner, director, member, partner or employee of La Crosse have any personal liability arising out of this Agreement, and Contracting Party shall not seek or claim any such personal liability.
 17. **INDEPENDENT CONTRACTORS.** The parties, their employees, agents, volunteers, and representative shall be deemed independent contractors of each other and shall in no way be deemed as a result of this Agreement to be employees of the other. The parties, their employees, agents, volunteers, and representatives are not entitled to any of the benefits that the other provides for its employees. The parties shall not be considered joint agents, joint venturers, or partners.
 18. **GOVERNING LAW.** This Agreement and all questions and issues arising in connection herewith shall be governed by and construed in accordance with the laws of the State of Wisconsin. Venue for any action arising out of or in any way related to this Agreement shall be exclusively in La Crosse County, Wisconsin. Each party waives its right to challenge venue.
 19. **JURY TRIAL WAIVER.** The parties hereby waive their respective rights to a jury trial on any claim or cause of action based upon or arising from or otherwise related to this Agreement. This waiver of right to trial by jury is given knowingly and voluntarily by the parties and is intended to encompass individually each instance and each issue as to which the right to a trial by jury would otherwise accrue. Each party is hereby authorized to file a copy of this section in any proceeding as conclusive evidence of this waiver by the other party.
 20. **NOTIFICATION.** Contracting Party shall:
 - (1) As soon as possible and in any event within a reasonable period of time after the occurrence of any default, notify La Crosse in writing of such default and set forth the details thereof and the action which is being taken or proposed to be taken by Contracting Party with respect thereto.
 - (2) Promptly notify La Crosse of the commencement of any litigation or administrative proceeding that would cause any representation and warranty of Contracting Party contained in this Agreement to be untrue.
 - (3) Notify La Crosse, and provide copies, immediately, upon receipt, of any notice, pleading, citation, indictment, complaint, order or decree from any federal, state or local government agency or regulatory body, asserting or alleging a circumstance or condition that requires or may require a financial contribution by Contracting Party or any guarantor or an investigation, clean-up, removal, remedial action or other response by or on the part of Contracting Party or any guarantor under any environmental laws, rules, regulations, ordinances or which seeks damages or civil, criminal or punitive penalties from or against Contracting Party or any guarantor for an alleged violation of any environmental laws, rules, regulations or ordinances.
 21. **SEVERABILITY.** The provisions of this Agreement are severable. If any provision or part of this Agreement or the application thereof to any person or circumstance shall be held by a court of competent jurisdiction to be invalid or unconstitutional for any reason, the remainder of this Agreement and the application of such provision or part thereof to other persons or circumstances shall not be affected thereby.

22. **ASSIGNMENT, SUBLET, AND TRANSFER.** Contracting Party shall not assign, sublet, or transfer its interests or obligations under the provisions of this Agreement without the prior written consent of La Crosse. This Agreement shall be binding on the heirs, successors, and assigns of each party hereto. Contracting Party shall provide not less than forty-five (45) days advance written notice of any intended assignment, sublet or transfer.

23. **NO WAIVER.** The failure of any party to insist, in any one or more instance, upon performance of any of the terms, covenants, or conditions of this Agreement shall not be construed as a waiver, or relinquishment of the future performance of any such term, covenant, or condition by any other party hereto but the obligation of such other party with respect to such future performance shall continue in full force and effect.

24. **SUBCONTRACTING.** None of the services to be performed under this Agreement shall be subcontracted without the prior written approval of La Crosse. If any of the services are subcontracted, the performance of such services shall be specified by written contract and shall be subject to each provision of this Agreement. Contracting Party shall be as fully responsible to La Crosse for the acts and omissions of its subcontractors and of person either directly or indirectly employed by them, as it is for acts and omissions of persons directly employed by it.

25. **CONFLICTS OF INTEREST.** Contracting Party covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of its services hereunder. Contracting Party further covenants that in the performance of this Agreement no person having any conflicting interest shall be employed. Any interest on the part of Contracting Party or its employee must be disclosed to La Crosse

26. **NON-DISCRIMINATION.** Pursuant to law, it is unlawful and Contracting Party agrees not to willfully refuse to employ, to discharge, or to discriminate against any person otherwise qualified because of race, color, religion, sex, sexual orientation, age, disability, national origin or ancestry, lawful source of income, marital status, creed, or familial status; not to discriminate for the same reason in regard to tenure, terms, or conditions of employment, not to deny promotion or increase in compensation solely for these reasons; not to adopt or enforce any employment policy which discriminates between employees on account of race, color, religion, sex, creed, age, disability, national origin or ancestry, lawful source of income, marital status or familial status; not to seek such information as to any employee as a condition of employment; not to penalize any employee or discriminate in the selection of personnel for training, solely on the basis of race, color, religion, sex, sexual orientation, age, disability, national origin or ancestry, lawful source of income, marital status, creed or familial status.

Contracting Party shall include or cause to be included in each subcontract covering any of the services to be performed under this Agreement a provision similar to the above paragraph, together with a clause requiring such insertion in further subcontracts that may in turn be made.

27. **POLITICAL ACTIVITIES.** Contracting Party shall not engage in any political activities while in performance of any and all services and work under this Agreement.

28. **GOVERNMENTAL APPROVALS.** Contracting Party acknowledges that various of the specific undertakings of La Crosse described in this Agreement may require approvals from the City of La Crosse Council, City of La Crosse bodies, and/or other public bodies, some of which may require public hearings and other legal proceedings as conditions precedent thereto. Contracting Party further acknowledges that this Agreement is subject to appropriation by the La Crosse Common Council. La Crosse's obligation to perform under this Agreement is conditioned upon obtaining all such approvals in the manner required by law. La Crosse cannot assure that all such approvals will be obtained, however, it agrees to use good faith efforts to obtain such approvals on a timely basis.

29. **ENTIRE AND SUPERSEDING AGREEMENT.** This writing, all Exhibits hereto, and the other documents and agreements referenced herein, constitute the entire Agreement between the parties with respect to the subject matter hereof, and all prior agreements, correspondences, discussions and understandings of the parties (whether written or oral) are merged herein and made a part hereof. This Agreement, however, shall be deemed and read to include and incorporate such minutes, approvals, plans, and specifications, as referenced in this Agreement, and in the event of a conflict between this Agreement and any action of La Crosse, granting approvals or conditions attendant with such approval, the specific action of La Crosse shall be deemed controlling. To the extent that any terms and conditions contained in this Agreement, all Exhibits hereto, and the other documents and agreement referenced herein conflict with these Standard Terms and Conditions, the Standard Terms and Conditions shall take precedence.

30. **AMENDMENT.** This Agreement shall be amended only by formal written supplementary amendment. No oral amendment of this Agreement shall be given any effect. All amendments to this Agreement shall be in writing executed by both parties.

31. **IMPLEMENTATION SCHEDULE AND TIME OF THE ESSENCE.** Any and all phases and schedules which are the subject of approvals, or as set forth herein, shall be governed by the principle that time is of the essence, and modification or deviation from such schedules shall occur only upon approval of La Crosse. The Mayor, or in the Mayor's absence, the Council President, shall have the ability to postpone any deadline listed herein, up to a maximum of ninety (90) days.

32. **TIME COMPUTATION.** Any period of time described in this Agreement by reference to a number of days includes Saturdays, Sundays, and any state or national holidays. Any period of time described in this Agreement by reference to a number of business days does not include Saturdays, Sundays or any state or national holidays. If the date or last date to perform any act or to give any notices is a Saturday, Sunday or state or national holiday, that act or notice may be timely performed or given on the next succeeding day which is not a Saturday, Sunday or state or national holiday.

33. **NOTICES.** Any notice, demand, certificate or other communication under this Agreement shall be given in writing and deemed effective: a) when personally delivered; b) three (3) days after deposit within the United States Postal Service, postage prepaid, certified, return receipt requested; or c) one

(1) business day after deposit with a nationally recognized overnight courier service, addressed by name and to the party or person intended as follows:

To the City:	Attn. City Clerk City of La Crosse 400 La Crosse Street La Crosse, WI 54601	Copy to:	Attn. City Attorney City of La Crosse 400 La Crosse Street La Crosse, WI 54601
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Contracting party shall identify in writing and provide to La Crosse the contact person and address for notices under this Agreement.

34. **INCORPORATION OF PROCEEDINGS AND EXHIBITS.** All motions adopted, approvals granted, minutes documenting such motions and approvals, and plans and specifications submitted in conjunction with any and all approvals as granted by La Crosse, including but not limited to adopted or approved plans or specifications on file with La Crosse, and further including but not limited to all exhibits as referenced herein, are incorporated by reference herein and are deemed to be the contractual obligation of Contracting Party whether or not herein enumerated.

35. **ACCESS TO RECORDS.** Contracting Party, at its sole expense, shall maintain books, records, documents and other evidence pertinent to this Agreement in accordance with accepted applicable professional practices. La Crosse, or any of its duly authorized representatives, shall have access, at no cost to La Crosse, to such books, records, documents, papers or any records, including electronic, of Contracting Party which are pertinent to this Agreement, for the purpose of making audits, examinations, excerpts and transcriptions.

36. **PUBLIC RECORDS LAW.** Contracting Party understands and acknowledges that La Crosse is subject to the Public Records Law of the State of Wisconsin. As such, Contracting Party agrees to retain all records as defined by Wisconsin Statute § 19.32(2) applicable to this Agreement for a period of not less than seven (7) years after the termination or expiration of this Agreement. Contracting Party agrees to assist La Crosse in complying with any public records request that La Crosse receives pertaining to this Agreement. Additionally, Contracting Party agrees to indemnify and hold harmless La Crosse, its elected and appointed officials, officers, employees, and authorized representatives for any liability, including without limitation, attorney fees related to or in any way arising from Contracting Party's actions or omissions which contribute to La Crosse's inability to comply with the Public Records Law. In the event that Contracting Party decides not to retain its records for a period of seven (7) years, then it shall provide written notice to La Crosse whereupon La Crosse shall take custody of said records assuming such records are not already maintained by La Crosse. This provision shall survive the termination of this Agreement.

37. **CONSTRUCTION.** This Agreement shall be construed without regard to any presumption or rule requiring construction against the party causing such instrument to be drafted. This Agreement shall be deemed to have been drafted by the parties of equal bargaining strength. The captions appearing at the first of each numbered section of this Agreement are inserted and included solely for convenience but shall never be considered or given any effect in construing this Agreement with the duties, obligations, or liabilities of the respective parties hereto or in ascertaining intent, if any questions of intent should arise. All terms and words used in this Agreement, whether singular or plural and regardless of the gender thereof, shall be deemed to include any other number and any other gender as the context may require.

38. **NO THIRD-PARTY BENEFICIARY.** Nothing contained in this Agreement, nor the performance of the parties hereunder, is intended to benefit, nor shall inure to the benefit of, any third party.

39. **COMPLIANCE WITH LAW.** The parties shall comply in all material respects with any and all applicable federal, state and local laws, regulations and ordinances.

40. **FORCE MAJEURE.** La Crosse shall not be responsible to Contracting Party for any resulting losses and it shall not be a default hereunder if the fulfillment of any of the terms of this Agreement is delayed or prevented by revolutions or other civil disorders, wars, acts of enemies, strikes, fires, floods, acts of God, adverse weather conditions, legally required environmental remedial actions, industry-wide shortage of materials, or by any other cause not within the control of the party whose performance was interfered with, and which exercise of reasonable diligence, such party is unable to prevent, whether of the class of causes hereinabove enumerated or not, and the time for performance shall be extended by the period of delay occasioned by any such cause.

41. **GOOD STANDING.** Contracting Party affirms that it is a company duly formed and validly existing and in good standing under the laws of the State of Wisconsin and has the power and all necessary licenses, permits and franchises to own its assets and properties and to carry on its business. Contracting Party is duly licensed or qualified to do business and is in good standing in the State of Wisconsin and in all other jurisdictions in which failure to do so would have a material adverse effect on its business or financial condition.

42. **AUTHORITY.** The persons signing this Agreement warrant that they have the authority to sign as, or on behalf of, the party for whom they are signing.

43. **EXECUTION OF AGREEMENT.** Contracting Party shall sign and execute this Agreement on or before sixty (60) days of its approval by the La Crosse Common Council, and Contracting Party's failure to do so will render the approval of the Agreement by the La Crosse Common Council null and void unless otherwise authorized.

44. **COUNTERPARTS.** This Agreement may be executed in one or more counterparts, all of which shall be considered but one and the same agreements and shall become effective when one or more counterparts have been signed by each of the parties and delivered to the other party.

45. **SURVIVAL.** All express representations, indemnifications and limitations of liability included in this Agreement will survive its completion or termination for any reason.

Revised: July 2011