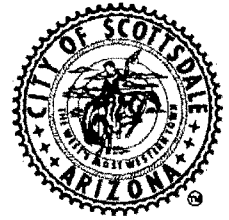


CITY COUNCIL REPORT



Meeting Date: January 13, 2026
General Plan Element: **Public Services and Facilities**
General Plan Goal: **Provide City Service Facilities to meet the needs of the community.**

ACTION

Authorize Contracts for On-Call Park Planning Architectural Services for Citywide Transportation and Infrastructure projects. Adopt Resolution 13571 authorizing On-Call Architectural Contract No. 2026-001-COS with Dig Studio, Inc., Contract No. 2026-002-COS with Kimley-Horn and Associates, Inc. and Contract No. 2026-003-COS with WERK, LLC for On-Call Park Planning Architectural Services throughout the City on an as-needed basis.

BACKGROUND

The purpose of this action is to award contracts to three architectural consulting firms to provide park planning architectural services on an as needed basis for various Transportation and Infrastructure projects at various locations throughout the City. The initial contract term for each contract is for two years with the option for three additional one-year extensions.

Staff envisions using these contracts to accomplish planning tasks associated with projects as part of the Parks program and other Transportation and Infrastructure projects as deemed appropriate by the City Engineer. For larger individual projects, staff will continue to select architects using qualification-based selection procedures and seek Council approval for individual architectural contracts.

The maximum limit for the initial two-year term of \$3,000,000 per contract is consistent with anticipated requirements that would be suitable for execution using these contracts over the next two years. No unencumbered funds will roll over from the previous year of the contract into the new year.

ANALYSIS & ASSESSMENT

Recent Staff Action

Staff prepared and publicly advertised a Request for Qualifications (RFQ) for On-Call Park Planning architectural services on September 22, 2025. Staff received nine responses by the deadline of October 24, 2025. A panel of five City staff members evaluated the responses and the three firms

the panel selected were Dig Studio, Inc., Kimley-Horn and Associates, Inc. and WERK LLC. The attached matrix indicates the Selection Panel's ranking of the firms.

Community Involvement

City Staff will continue to use the same community involvement and notification procedures for work orders issued under these contracts that are used when projects are designed using other procurement methods to meet the needs of residents and businesses throughout the project areas.

RESOURCE IMPACTS

Available funding

Authorization for the award of these contracts does not obligate any funding. Funds will be obligated as work orders are awarded for specific tasks.

Staffing, Workload Impact

Existing Transportation and Infrastructure and Parks staff resources are available to provide design and construction contract administration, construction management and inspection services for these projects. The contract administrator responsible for administration of these On-Call Park Planning architectural contracts is Melanie Gibson, Project Coordinator, Transportation and Infrastructure.

Future Budget Implications

Combined design cost for all projects will not exceed \$3,000,000 for the initial two-year term per contract. There is no additional operating budget required because of these contracts.

OPTIONS & STAFF RECOMMENDATION

Recommended Approach

Adopt Resolution 13571 authorizing on-call Architectural Contract No. 2026-001-COS with Dig Studio, Inc., Contract No. 2026-002-COS with Kimley-Horn and Associates, Inc. and Contract No. 2026-003-COS with WERK, LLC for On-Call Park Planning Architectural Services throughout the City as needed.

Proposed Next Steps:

Following approval of the on-call contracts, the next individual projects identified for execution will be awarded under the terms of the contract to include the most current cost estimates and cost limits.

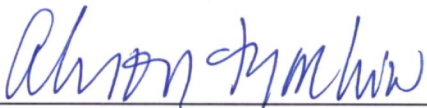
RESPONSIBLE DEPARTMENT(S)

Transportation and Infrastructure

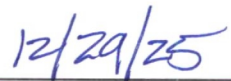
STAFF CONTACTS (S)

Melanie Gibson, Project Coordinator, mgibson@scottsdaleaz.gov

APPROVED BY



Alison Tymkiw, Senior Director-City Engineer,
Transportation and Infrastructure
atymkiw@scottsdaleaz.gov (480) 312-7760



Date

ATTACHMENTS

1. Resolution 13571
2. Evaluation Matrix
3. Contract No. 2026-001-COS
4. Contract No. 2026-002-COS
5. Contract No. 2026-003-COS

RESOLUTION NO. 13571

A RESOLUTION OF THE COUNCIL OF THE CITY OF SCOTTSDALE, MARICOPA COUNTY, ARIZONA, AUTHORIZING CONTRACT NO. 2026-001-COS WITH DIG STUDIO, INC., CONTRACT NO. 2026-002-COS WITH KIMLEY-HORN AND ASSOCIATES, INC. AND CONTRACT NO. 2026-003-COS WITH WERK, LLC, EACH FOR A TWO-YEAR CONTRACT TO PROVIDE ON-CALL PARK PLANNING AND LANDSCAPE ARCHITECTURAL SERVICES IN AN AMOUNT NOT TO EXCEED \$3,000,000 PER CONTRACT.

WHEREAS, the City desires to contract for architectural services, which includes park planning, design and landscape architectural services for Capital Improvement Projects located throughout the City on an "as needed" basis; and

WHEREAS, the Contracts are for an initial term of two (2) years in an amount not to exceed Three Million Dollars (\$3,000,000) per Contract, with the option for three (3) additional one (1) year extensions after expiration of the initial term; and

WHEREAS, Dig Studio, Inc., Kimley-Horn and Associates, Inc. and WERK, LLC are qualified to render the services desired by the City.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Scottsdale as follows:

Section 1. The Mayor is hereby authorized and directed to execute Contract No. 2026-001-COS with Dig Studio, Inc., Contract No. 2026-002-COS with Kimley-Horn and Associates, Inc. and Contract No. 2026-003-COS with WERK, LLC for On-Call Park Planning and Landscape Architectural Services with a contract amount not to exceed Three Million Dollars (\$3,000,000) for the initial two (2) year term of each respective Contract.

Section 2. The City Manager, or designee, is hereby authorized to execute such other documents and take such other actions as necessary to carry out the intent of this Resolution.

PASSED AND ADOPTED by the City Council of the City of Scottsdale this ____ day of _____, 2026.

ATTEST:

CITY OF SCOTTSDALE
an Arizona municipal corporation

Ben Lane, City Clerk

Lisa Borowsky, Mayor

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY



Luis E. Santaella, Interim City Attorney
By: Lydia Tulin, Assistant City Attorney

SOLICITATION FOR ON-CALL PARKS PLANNING SERVICES
26RFSQ024

Company	Rank
DIG STUDIOS	3
HUITT-ZOLLERS	
J2 ENGINEERING	
KIMLEY-HORN	1
LOGAN SIMPSON	
TERRACON CONSULTANTS	
WERK URBAN DESIGN	2
WESTLAND	
HARRINGTON PLANNING + DESIGN	



**CITY OF SCOTTSDALE
ARCHITECTURAL SERVICES CONTRACT**

SOLICITATION NO. 26RFSQ024

CONTRACT NO. 2026-001-COS

THIS ARCHITECTURAL SERVICES CONTRACT, (the "Contract") is entered into this 13th day of January, 2026, between the City of Scottsdale, an Arizona municipal corporation (the "City"), and Dig Studio, Inc., a Colorado corporation (the "Architect").

RECITALS

- A.** The Mayor of the City of Scottsdale is authorized by the City Charter to execute contracts for professional services; and
- B.** The City intends to contract for architectural services with Architect for one or more individual task orders and Architect has represented to the City the ability to provide or procure the required services.
- C.** Architect is qualified to render the services required by the City, therefore, the City desires to engage Architect for these services.

FOR AND IN CONSIDERATION of the parties' mutual covenants and conditions, the City and the Architect agree as follows:

1.0 DESCRIPTION, ACCEPTANCE, DOCUMENTATION

1.1 Scope of Services

Architect will furnish any and all services specified in an individual Task Order for which it is issued a Task Order Notice-to-Proceed in accordance with this Contract for On-Call Park Planning Landscape Architectural Services for Capital Improvement Projects located throughout the City on an "as needed" basis.

Architect must obtain all necessary information to complete the tasks specified in Exhibit A, Scope of Work, for the applicable Task Order.

1.2 Acceptance and Documentation

- A.** Each task will be reviewed and approved by the Contract Administrator to determine acceptable completion.
- B.** The City will provide all necessary information to Architect for timely completion of the tasks specified in Section 1.1 above.

- C. All documents, including but not limited to, data compilations, studies, and reports which are prepared in the performance of this Contract are to be and remain the property of the City and are to be delivered to the Contract Administrator before final payment is made to Architect.

2.0 FEES AND PAYMENTS

2.1 Fee Schedule

The fee for individual tasks performed under this contract will be negotiated on a project-by-project basis as Task Orders. The amount paid to Architect under this Contract for all Task Orders shall not exceed \$3,000,000 for the initial two-year contract term and \$1,500,000 for any successive one-year contract renewal.

Architect shall be paid at the hourly rates shown in Exhibit A. Task Orders shall be negotiated using the rates in effect at the time of this Contract and billed on a time and materials basis. No lump sum fee proposals will be allowed.

2.2 Payment Approval

The time spent for each task must be recorded and submitted to the Contract Administrator. Architect must maintain all necessary documents and accounting records pertaining to time billed and to costs incurred and make these materials available at all reasonable times during the Contract period.

Monthly payments will be made to Architect on the basis of a progress report submitted by Architect for tasks completed through the last day of the preceding calendar month. Each task is subject to review and approval by the Contract Administrator to determine acceptable completion.

The Contract Administrator will prepare a partial payment request document for Architect's acceptance. However, not more than 90% of the total Task Order price will be paid before City's final acceptance of a completed Task Order.

The Contract Administrator reserves the exclusive right to determine the amount of work performed and payment due Architect on a monthly basis.

All charges must be approved by the Contract Administrator before payment.

2.3 Payment Terms

The City of Scottsdale's payment terms for architectural work under State of Arizona A.R.S. Title 34 requirements is fourteen (14) days after invoice submittal by Architect and the work is certified and approved by the City Contract Administrator.

The City has seven (7) days after receipt of the invoice to prepare and issue a written finding setting forth those items in detail which are not approved for payment under the Contract and which are not certified by the City Contract

Administrator. Until such time as such issues are resolved and certified by the City the fourteen (14) day payment term will not have commenced.

2.4 Price Adjustment

Increases in the hourly rates shown in Exhibit A may only be requested by Architect thirty (30) days before the annual anniversary date of the Contract. Failure to do so may result in the denial of any increase requested.

Price increases will become effective only after approval by the Contract Administrator and the Purchasing Director and will be effective for at least one (1) year from the date of approval.

Approved price increases will be applied to the unit pricing in the Contract as a percentage increase.

The increased rate will be based upon mutual consent of Architect and the Contract Administrator; however, the Contract Administrator will evaluate Architect's performance, services and records documentation to determine the appropriateness of the increase requested.

The percentage increase in unit pricing may not exceed 5%.

3.0 GENERAL TERMS AND CONDITIONS

3.1 Contract Administrator

The Contract Administrator for the City will be Melanie Gibson, or designee. The Contract Administrator will oversee the performance of this Contract, assist Architect in accessing the organization, audit billings, and approve payments. Architect must submit all reports and special requests through the Contract Administrator. The Contract Administrator has the authority to authorize Change Orders that are in accordance with the City's Procurement Code, as amended.

3.2 Term of Contract

The initial term of this Contract shall be for a period of two (2) years and will commence on or about the 13th day of January, 2026 (the "Effective Date"), with the option to extend for three (3) additional years in one (1) year increments.

- A. The option to extend may be exercised based on Architect's successful performance and the needs of the City.
- B. A Contract Modification will be processed for each extension and will commence on or about the anniversary date of the Contract. Each extension must be authorized by the Contract Administrator and Purchasing Director and need not return to the City's Council for approval.
- C. The Contract will remain in full force and effect during the performance of any Task Order.

3.3 Termination or Cancellation of Contract

The City may terminate this Contract or abandon any portion of a Task Order that has not been performed by Architect.

Termination for Convenience: The City has the right to terminate this Contract or any part of it for its sole convenience with thirty (30) days written notice. If terminated, Architect must immediately stop all work and will immediately cause any of its suppliers and Subcontractors to stop all work. As payment in full for services performed to the date of the termination, Architect will receive a fee for the percentage of tasks actually completed. This fee will be in the amount mutually agreed upon by Architect and the City, based on the Task Order and Scope of Work.

If there is no mutual agreement, the Contract Administrator will determine the percentage of completion of each task detailed in the Task Order and Architect's compensation will be based on this determination. The City will make this final payment within sixty (60) days after Architect has delivered the last of the partially completed tasks. Architect will not be paid for any work done after receipt of the notice of termination or for any costs incurred by Architect's suppliers or Subcontractors, which Architect could reasonably have avoided.

Cancellation for Cause: The City may also cancel this Contract or any part of it with seven (7) days notice for cause if Architect defaults, or if Architect fails to comply with any of the terms and conditions of this Contract. Unsatisfactory performance as determined by the Contract Administrator or failure to provide the City, upon request, with adequate assurances of future performance are all causes allowing the City to terminate this Contract for cause. Upon cancellation for cause, the City will not be liable to Architect for any amount, and Architect will be liable to the City for all damages sustained by the default which caused the cancellation.

If Architect is in violation of any Federal, State, County or City law, regulation or ordinance, the City may terminate this Contract immediately after giving notice to Architect.

If the City cancels this Contract or any part of the Contract services, the City will notify Architect in writing, and upon receiving notice, Architect must discontinue advancing the tasks and proceed to close all operations.

Upon cancellation, Architect must deliver to the City all drawings, special provisions, field survey notes, reports, and estimates, entirely or partially completed, in any format, including but not limited to written or electronic media, together with all unused materials supplied by the City. Use of incomplete data will be the City's sole responsibility.

Architect must appraise the work it has completed and submit its appraisal to the City for evaluation.

If Architect fails to fulfill in a timely and proper manner its obligations, or if Architect violates any of the terms of this Contract, the City may withhold any payments to Architect for the purpose of setoff until the exact amount of

damages due the City from Architect is determined by a court of competent jurisdiction.

If the City improperly cancels the Contract for cause; the cancellation for cause will be converted to a termination for convenience in accordance with the provisions of this Section 3.3.

3.4 Funds Appropriation

If the City Council does not appropriate funds to continue this Contract, the City may terminate this Contract at the end of the current fiscal period. The City agrees to give written notice of termination to Architect at least thirty (30) days before the end of its current fiscal period and will pay to Architect all approved charges incurred through the end of that period.

3.5 Audit

City may audit all of Architect's records, calculations, and working documents pertaining to this work at a mutually agreeable time and place.

Architect's records (hard copy, as well as computer readable data), and any other supporting evidence necessary to substantiate any claims related to this Contract must be open to inspection and subject to audit and reproduction by the City's authorized representative as necessary to permit evaluation and verification of the cost of the work, and any invoices, change orders, payments or claims submitted by Architect or any of his payees. The City's authorized representative must be afforded access, at reasonable times and places, to all of Architect's records and personnel throughout the term of this Contract and for a period of three (3) years after the final payment.

Architect must require all Subcontractors and material suppliers (payees) to comply with the provisions of this Section by insertion of these requirements in a written Contract between Architect and payee. These requirements will apply to all Subcontractors.

If an audit discloses overcharges by Architect to the City in excess of one percent (1%) of the total Contract billings, the actual cost of the City's audit must be reimbursed to the City by Architect. Any adjustments and payments made as a result of the audit or inspection of Architect's invoices and records will be made within a period of time not to exceed ninety (90) days from presentation of the City's findings to Architect.

This audit provision includes the right to inspect personnel records as required by Section 3.22.

3.6 Ownership of Project Documents

All documents, including but not limited to, field notes, design notes, tracings, data compilations, studies, and reports in any format, including but not limited to, written or electronic media, prepared in the performance of this Contract will remain the property of the City and must be delivered to the Contract Administrator before final payment is made to Architect.

When the work detail covers only the preparation of preliminary reports or plans, there will be no limitations upon the City concerning use of the plans or ideas in the reports or plans for the preparation of final construction plans. The City will release Architect from any liability for the preparation of final construction plans by others.

3.7 Completeness and Accuracy

Architect will be responsible for the completeness and accuracy of its work, including but not limited to survey work, reports, supporting data, and drawings, sketches, etc. prepared by Architect and will correct, at its expense, all errors or omissions which may be disclosed. The cost to correct those errors will be chargeable to Architect. Additional construction added to the project will not be the responsibility of Architect unless the need for additional construction was created by any error, omission, or negligent act of Architect. The City's acceptance of Architect's work will not relieve Architect of any of its responsibilities.

3.8 Attorney's Fees

Should either party bring any action for relief, declaratory or otherwise, arising out of this Contract, the prevailing party shall be entitled to an award of reasonable attorneys' fees, reasonable costs and expenses as determined by the court. All these fees, costs, and expenses will be considered to have accrued on the commencement of the action.

3.9 Successors and Assigns

This Contract will extend to and be binding upon Architect, its successors and assigns, including any individual, company, partnership, or other entity with or into which Architect will merge, consolidate, or be liquidated, or any person, corporation, partnership, or other entity to which Architect will sell its assets. Except that services covered by this Contract may not be assigned or sublet in whole or in part without first obtaining the written consent of the Purchasing Director and Contract Administrator.

3.10 Subcontractors

Architect may engage Subcontractors as required for the timely completion of this Contract. If Architect subcontracts any of the work required by the Contract, Architect remains solely responsible for fulfillment of all the terms of this Contract.

Architect will pay its Subcontractors within seven (7) calendar days of receipt of each progress payment from the City. Architect will pay for the amount of work performed by each Subcontractor as accepted and approved by the City with each progress payment. In addition, any reduction of retention, if any, by the City will result in a corresponding reduction to Subcontractors who have performed satisfactory work. Architect will pay Subcontractors the reduced retention within fourteen (14) calendar days of the payment of the reduction of the retention to Architect. No Contract between Architect and its Subcontractors may materially

alter the rights of any Subcontractor to receive prompt payment and retention reduction as provided in this Contract.

If Architect fails to make payments in accordance with these provisions, the City may take any of one or more of the following actions:

- A. To hold Architect in default under this Contract;
- B. Withhold future payments including retention until proper payment has been made to Subcontractors in accordance with these provisions;
- C. Reject all future offers to perform work for the City by Architect for a period not to exceed one (1) year from the completion date of the Task Order at issue; or
- D. Terminate this Contract for cause.

3.11 Alterations or Additions to Scope of Services

The total Scope of Work to be performed is stated in this Contract and any Task Orders issued thereto. Any services requested outside the Scope of Work and any Task Orders issued thereto are additional services. Architect will not perform these additional services without a written Change Order approved by the City. If Architect performs additional services without a written Change Order, Architect will not receive any additional compensation.

3.12 Modifications

Any amendment or modification of the terms of this Contract must be in writing and consistent with the City of Scottsdale Procurement Code, as amended.

3.13 Conflict of Interest

Architect warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Architect, to solicit or secure this Contract, and that it has not paid or agreed to pay any person or persons, other than a bona fide employee working solely for the Architect any fee, commission, percentage, brokerage fee, gifts or any consideration, contingent upon or resulting from the award or making of this Contract. For breach or violation of this warranty, City will have the right to annul this Contract without liability or in its discretion to deduct from the Contract price or consideration, or otherwise recover the full amount of any fee, commission, percentage, brokerage fee, gift or contingent fee, together with costs and attorney's fees.

Pursuant to A.R.S. § 38-511, as amended, the City may cancel any contract or agreement, without penalty or obligation, if any person significantly involved in initiating, negotiating, securing, drafting, or creating the contract on behalf of the City's departments or agencies is, at any time while the contract or any extension of the contract is in effect, an employee of any other party to the contract in any capacity or a contractor to any other party to the contract with respect to the contract's subject matter. The cancellation will be effective when all other parties to the contract receive the City's written notice unless the notice specifies a later time.

Architect will fully reveal in writing any financial or compensatory agreement which it has with a prospective bidder before the City's publication of documents for bidding.

3.14 Force Majeure

Neither party will be responsible for delays or failures in performance resulting from acts beyond their control. These acts will include, but not be limited to, acts of God, riots, acts of war, epidemics, governmental regulations imposed after the fact, fire, communication line failures, or power failures.

3.15 Taxes

The fee listed in this Contract includes all taxes applicable to the services authorized. The City will have no obligation to pay additional amounts for taxes of any type.

3.16 Advertising

No advertising or publicity concerning the City's use of Architect's services shall be undertaken without prior written approval of such advertising or publicity by the City of Scottsdale Contract Administrator and by the City Attorney.

3.17 Counterparts

This Contract may be executed in one or more counterparts, and each executed duplicate counterpart will possess the full force and effect of the original.

3.18 Entire Agreement

This Contract contains the entire understanding of the parties and no representations or agreements, oral or written, made before its execution will vary or modify the terms of this Contract.

3.19 Governing Law and Venue

This Contract will be considered to be made under and will be construed in accordance with and governed by the laws of the State of Arizona. Any action to enforce any provision of this Contract or to obtain any remedy with respect to this Contract shall be brought in the Superior Court of Maricopa County, Arizona, and for this purpose, each party expressly and irrevocably consents to the jurisdiction and venue of that Court.

3.20 Equal Employment Opportunity

For the duration of this Contract, Architect represents and warrants it will comply with all applicable local, state and federal laws governing equal employment opportunities, or prohibiting employment or other discrimination based on any protected characteristic including but not limited to actual or perceived race, color, religion, sex, age, disability, national origin, sexual orientation, gender identity, or U.S. military status. City of Scottsdale Revised Code, Chapter 15

mandates contractor compliance with the policies contained therein. Architect agrees that any violation of provision on the part of Architect, its employees, agents or assigns will constitute a material breach of this Contract.

3.21 No Preferential Treatment or Discrimination

In accordance with the provisions of Article II, Section 36 of the Arizona Constitution, the City will not grant preferential treatment to or discriminate against any individual or group on the basis of race, sex, color, ethnicity or national origin. To avoid the appearance of impropriety, Architect shall not make any donation to the City, of any goods or services during the term of this Contract, unless it has specifically been approved by the City Manager or designee.

3.22 Compliance with Federal and State Laws

Architect understands and acknowledges the applicability to it of the American with Disabilities Act, the Immigration Reform and Control Act of 1986, the Drug Free Workplace Act of 1989, Fair Labor Standards Act, Age Discrimination in Employment Act, Family and Medical Leave Act, National Labor Relations Act, Occupational Safety and Health Act, and other local, state or federal law governing Architect's labor and employment practices. Architect agrees to comply with these laws in performing this Contract and to permit the City to verify compliance. Architect further agrees that any violation of provision on the part of Architect, its employees, agents or assigns will constitute a material breach of this Contract.

Under the provisions of A.R.S. §41-4401, Architect warrants to the City that Architect and all its Subcontractors will comply with all Federal Immigration laws and regulations that relate to their employees and that the Architect and all its Subcontractors now comply with the E-Verify Program under A.R.S. §23-214(A).

A breach of this warranty by Architect or any of its Subcontractors will be considered a material breach of this Contract and may subject Architect or Subcontractor to penalties up to and including termination of this Contract or any subcontract.

The City retains the legal right to inspect the papers of any employee of Architect or any Subcontractor who works on this Contract to ensure that Architect or any Subcontractor is complying with the warranty given above.

The City may conduct random verification of the employment records of Architect and any of its Subcontractors to ensure compliance with this warranty. Architect agrees to indemnify, defend and hold the City harmless for, from and against all losses and liabilities arising from any and all violations of these statutes.

The City will not consider Architect or any of its Subcontractors in material breach of this Contract if Architect and its Subcontractors establish that they have complied with the employment verification provisions prescribed by 8 USCA §1324(a) and (b) of the Federal Immigration and Nationality Act and the E-Verify

requirements prescribed by A.R.S. §23-214(A), as amended. The "E-Verify Program" means the employment verification pilot program as jointly administered by the United States Department of Homeland Security and the Social Security Administration or any of its successor programs.

The provisions of this Section must be included in any contract Architect enters into with any and all of its Subcontractors who provide services under this Contract or any subcontract. "Services" are defined as furnishing labor, time or effort in the State of Arizona by a contractor or subcontractor. Services include construction or maintenance of any structure, building or transportation facility or improvement to real property. Architect will take appropriate steps to assure that all Subcontractors comply with the requirements of the E-Verify Program. Architect's failure to assure compliance by all its' Subcontractors with the E-Verify Program may be considered a material breach of this Contract by the City.

3.23 Compliance with Americans with Disabilities Act

Architect acknowledges that, pursuant to the Americans with Disabilities Act (ADA), programs, services and other activities provided by a public entity to the public, whether directly or through a contractor, must be accessible to the disabled public. Architect will provide the services specified in this Contract in a manner that complies with the ADA and any and all other applicable federal, state and local disability rights legislation. Architect agrees not to discriminate against disabled persons in the provision of services, benefits or activities provided under this Contract and further agrees that any violation of this prohibition on the part of Architect, its employees, agents or assigns will constitute a material breach of this Contract.

3.24 Israel Boycott/Forced Labor Prohibitions

By executing this Contract, Architect certifies that it is not currently engaged in and will not for the duration of this contract engage in boycott activity proscribed by A.R.S. § 35-393 *et seq.*, as amended.

Pursuant to A.R.S. § 35-394, as amended, Architect warrants and certifies that it does not currently, and agrees for the duration of this Contract that it will not use:

- 1) The forced labor of ethnic Uyghurs in the People's Republic of China.
- 2) Any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.
- 3) Any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.

If Architect becomes aware during the term of this Contract that Architect is not in compliance with this Section, Architect shall notify the City within five (5) business days after becoming aware of the noncompliance. The failure of Architect to provide a written certification that Architect has remedied the noncompliance within one hundred eighty (180) days after notifying the City of its noncompliance will result in automatic termination of this Contract, unless an earlier contract termination, cancellation, or expiration date applies.

3.25 Evaluation of Architect's Performance

Architect will be evaluated regarding its performance of this Contract. This evaluation may include, but not be limited to, the following consideration for:

- Completeness
- Accuracy
- Utility Coordination
- Technical Expertise
- Organization
- Appearance of Plans (line work, lettering, etc.)
- Working Relationship with City Staff and Others
- Availability
- Communication Skills (meetings, correspondence, etc.)

This evaluation will be prepared by the staff and used to evaluate the desirability to proceed with negotiations for additional services.

3.26 Notices

All notices or demands required by this Contract must be given to the other party in writing, delivered by hand or by registered or certified mail at the addresses stated below, or to any other address the parties may substitute by giving written notice as required by this Section.

Notice to Architect: Brandon Sobiech
Dig Studio, Inc.
3003 North Central Avenue, Suite 800
Phoenix, AZ 85012

Notice to City: Alison Tymkiw
City Engineer, City of Scottsdale
7447 E. Indian School Road, Suite 205
Scottsdale, AZ 85251
(480) 312-7760

If hand delivered, Notices are deemed received on the date delivered. If delivered by certified or registered mail, Notices are deemed received on the date indicated on the receipt. Notice by facsimile or electronic mail is not adequate notice.

3.27 Independent Contractor

The services Architect provides to the City are that of an Independent Contractor, not an employee or agent of the City. Upon request, Architect shall provide the required I.R.S. Form W-9 which is available from the IRS website at www.IRS.gov under its forms section.

3.28 Ineligible Bidder

The preparer of bid specifications is not eligible to submit a bid or proposal on the solicitation for which it prepared the specification, nor is the preparer eligible to

supply any product to a bidder or offeror on the solicitation for which it prepared the specification.

3.29 Indemnification

To the fullest extent permitted by law, Architect, its successors, assigns and guarantors, must defend, indemnify and hold harmless City of Scottsdale, its agents, representatives, officers, directors, officials and employees from and against all allegations, demands, proceedings, suits, actions, claims, damages, losses, expenses, including but not limited to, attorney fees, court costs, and the cost of appellate proceedings, and all claim adjusting and handling expense, related to, arising from or out of, or resulting from any act or omission, negligence, recklessness, or intentional wrongful conduct by Architect in the performance of this Contract, including but not limited to, any Subcontractor or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable and any injury or damages claimed by any of Architect's and Subcontractor's employees.

Insurance provisions in this Contract are separate and independent from the indemnity provisions of this Section and shall not be construed in any way to limit the scope and magnitude of the indemnity provisions. The indemnity provisions of this Section shall not be construed in any way to limit the scope and magnitude and applicability of the insurance provisions.

4.0 INSURANCE

A current Acord Certificate is acceptable.

Failure to provide an appropriate Certificate of Insurance will result in rejection of your certificate and delay in Contract execution.

Additionally Certificates of Insurance submitted without referencing a Contract number may be subject to rejection and returned or discarded.

4.1 Insurance Representations and Requirements

- A. General: Architect agrees to comply with all applicable City ordinances and state and federal laws and regulations.

Without limiting any obligations or liabilities of Architect, Architect must purchase and maintain, at its own expense, the required minimum insurance with insurance companies duly licensed or approved to conduct business in the State of Arizona and with an A.M. Best's rating of B++6 or above with policies and forms satisfactory to City. Failure to maintain insurance as required may result in cancellation of this Contract at the City's sole discretion.

- B. No Representation of Coverage Adequacy: By requiring insurance, City does not represent that coverage and limits will be adequate to protect Architect. The City reserves the right to review any and all of the insurance policies and endorsements cited in this Contract but has no

- obligation to do so. Failure to demand evidence of full compliance with the insurance requirements in this Contract or failure to identify any insurance deficiency will not relieve Architect from, nor may it be considered a waiver of Architect's obligation to maintain the required insurance at all times during the performance of this Contract.
- C. Coverage Term: Architect must maintain all required insurance in full force and effect until all work or services are satisfactorily performed and accepted by The City of Scottsdale, unless specified otherwise in this Contract.
- D. Claims Made: In the event any insurance policies required by this Contract are written on a "claims made" basis, coverage shall continue uninterrupted throughout the term of this Contract by keeping coverage in force using the effective date of this Contract as the retroactive date on all "claims made" policies. The retroactive date for exclusion of claims must be on or before the effective date of this Contract and can never be after the effective date of this Contract. Upon completion or termination of this Contract, the "claims made" coverage shall be extended for an additional three (3) years using the original retroactive date, either through purchasing an extended reporting option; or by continued renewal of the original insurance policies. Submission of annual Certificates of Insurance, citing the applicable coverages and provisions specified herein, shall continue for three (3) years past the completion or termination of this Contract.
- E. Policy Deductibles and or Self-Insured Retentions: The required policies may provide coverage which contain deductibles or self-insured retention amounts. Architect is solely responsible for any deductible or self-insured retention amount and the City, at its option, may require Architect to secure payment of the deductible or self-insured retention by a surety bond or irrevocable and unconditional Letter of Credit.
- F. Use of Subcontractors: If any work is subcontracted in any way, Architect must execute a written agreement with Subcontractor containing the same Indemnification Clause and Insurance Requirements as the City requires of Architect in this Contract. Architect is responsible for executing the Contract with the Subcontractor and obtaining Certificates of Insurance and verifying the insurance requirements.
- G. Evidence of Insurance and Required Endorsements: Before commencing any work or services under this Contract, Architect must furnish the Contract Administrator with Certificate(s) of Insurance, or formal endorsements issued by Architect's insurer(s) as evidence that policies are placed with acceptable insurers and provide the required coverages, conditions, and limits of coverage and that the coverage and provisions are in full force and effect. If a Certificate of Insurance is submitted as verification of coverage, the City will reasonably rely upon the Certificate of Insurance as evidence of coverage, but this acceptance and reliance will not waive or alter in any way the insurance requirements or obligations of this Contract. If any of the required policies expire during the life of this Contract, Architect's must forward renewal Certificates to

the City within ten (10) days after the renewal date containing all the necessary insurance provisions.

Certificates shall specifically cite the following provisions endorsed to Architect's policy:

1. The City of Scottsdale, its agents, representatives, officers, directors, officials and employees are named as an Additional Insured under the following policies:
 - a) Commercial General Liability
 - b) Auto Liability
 - c) Excess Liability - Follow Form to underlying insurance as required.
2. Architect's insurance must be primary insurance for all performance of work under this Contract.
3. All policies, except Professional Liability insurance if applicable, waive rights of recovery (subrogation) against the City, its agents, representatives, officers, directors, officials and employees for any claims arising out of work or services performed by Architect under this Contract.
4. If Architect receives notice that any of the required policies of insurance are materially reduced or cancelled, it will be Architect's responsibility to provide prompt notice of same to the City, unless such coverage is immediately replaced with similar policies.

4.2 Required Coverage

- A. Commercial General Liability: Architect must maintain "occurrence" form Commercial General Liability insurance with a limit of not less than \$1,000,000 for each occurrence, \$2,000,000 Products and Completed Operations Annual Aggregate, and a \$2,000,000 General Aggregate Limit. The policy must cover liability arising from premises, operations, independent contractors, products-completed operations, and personal injury and advertising injury. If any Excess insurance is utilized to fulfill the requirements of this Section, the Excess insurance must be "follow form" equal or broader in coverage scope than the underlying insurance.
- B. Professional Liability: Architect must maintain Professional Liability insurance covering errors and omissions arising out of the work or services performed by Architect, or anyone employed by the Architect, or anyone for whose acts, mistakes, errors and omissions the Architect is legally liable, with a liability insurance limit of \$1,000,000 each claim and \$2,000,000 all claims. If the Professional Liability insurance policy is written on a "claims made" basis, coverage must extend for three (3) years past completion and acceptance of the work or services, Architect must annually submit Certificates of Insurance citing that the applicable coverage is in force and contains the required provisions for a three (3) year period.
- C. Vehicle Liability: If any vehicle is used in the performance of the Scope of Work that is the subject of this contract, Architect must maintain Business

Automobile Liability insurance with a limit of \$1,000,000 each accident on Architect's owned, hired, and non-owned vehicles assigned to or used in the performance of Architect's work or services under this Contract. If any Excess insurance is utilized to fulfill the requirements of this paragraph, the Excess insurance must be "follow form" equal or broader in coverage scope than the underlying insurance.

- D. Workers Compensation Insurance: Architect must maintain Workers Compensation insurance to cover obligations imposed by federal and state statutes applicable to Architect's employees engaged in the performance of work or services under this Contract and must also maintain Employers' Liability Insurance of not less than \$100,000 for each accident, \$100,000 disease for each employee and \$500,000 disease policy limit. If Architect is a sole proprietor or a single member limited liability company with no employees and has elected not to purchase Workers' Compensation Insurance; a completed and signed Workers' Compensation Waiver Form will substitute for the insurance requirement.

5.0 SOFTWARE LICENSES

If Architect provides to the City any software licenses, the following provisions apply:

5.1 Source Code Availability

- A. Architect must furnish the City, without charge, a single copy of the Source Code for the Software immediately upon the occurrence of any of the following:
1. Architect becomes insolvent;
 2. Architect ceases to conduct business;
 3. Architect makes a general assignment for the benefit of creditors; or
 4. A petition is filed in Bankruptcy by or against Architect.
- B. Use of the Source Code may not be subject to any greater restrictions than use of the Software itself.
- C. The City must have the right to modify the Source Code in any manner the City believes is appropriate, provided that the Source Code as modified will remain subject to the restrictions of Section 5.1(B).

5.2 Proprietary Protection

- A. The City agrees that if Architect informs the City that the Software is confidential information or is a trade secret of Architect, the Software is disclosed on a confidential basis under this Contract and in accordance with the terms of this Contract.
- B. Architect shall not use or disclose any knowledge, data or proprietary information relating to the City obtained in any manner.

- C. As permitted by Arizona Law, the parties agree that during the term of this Contract and of all Licenses granted under this Contract, and for a period of seven (7) years after termination of this Contract and of all licenses granted by this Contract, to hold each other's confidential information in confidence. The parties agree, unless required by government regulations or order of Court, not to make each other's confidential information available in any form to any third party or to use each other's confidential information for any purposes other than the implementation of this Contract. However, if Architect's confidential information is requested to be divulged under the provisions of the Arizona Public Records Act, A.R.S., Title 39, as amended, Architect must reimburse the City for the full cost of the City's refusal to release the information, including the costs of litigation, the City's attorney fees, fines, penalties or assessments of the opposing party's attorney fees. Each party agrees to take all reasonable steps to ensure that confidential information is not disclosed or distributed by its employees or agents in violation of the provisions of this Contract.

5.3 Non-Infringement

Architect warrants that the Software provided to the City does not and will not infringe upon or violate any patent, copyright, trade secret or other proprietary or property right of any person or entity.

In the event of a claim against the City asserting or involving such an allegation, Architect will defend, at Architect's sole expense, and will indemnify and hold harmless the City against any loss, cost, expense (including attorney fees) or liability arising out of the claim, whether or not the claim is successful. In the event an injunction or order is obtained against use of the Software, or if in Architect's opinion the Software is likely to become the subject of a claim of infringement, Architect will, at its option and its expense:

1. Procure for the City the right to continue using the Software;
2. Replace or modify the Software so that it becomes non-infringing (this modification or replacement must be functionally equivalent to the original); or
3. If neither 1 nor 2 is practicable, repurchase the Software on a depreciated basis utilizing a straight line 5-year period, commencing on the date of acceptance.

5.4 Third Party License

Architect shall sublicense to the City any and all third-party Software required in this Contract. The City reserves the right to accept or reject third-party license terms. If the City rejects the terms of a third-party license, Architect shall be responsible to negotiate acceptable terms or to supply Software from another source with terms acceptable to the City. The City's acceptance of the third-party license terms will not be unreasonably withheld.

6.0 SEVERABILITY AND AUTHORITY

6.1 Severability

If any term or provision of this Contract is found to be illegal or unenforceable, then notwithstanding such illegality or unenforceability, this Contract will remain in full force and effect and the term or provision will be considered to be deleted.

6.2 Authority

Each party warrants that it has full power and authority to enter into and perform this Contract, and that the person signing on behalf of each party has been properly authorized and empowered to enter into this Contract. Each party acknowledges that it has read, understands, and agrees to be bound by the terms and conditions of this Contract.

[END OF TEXT- SIGNATURE PAGE TO FOLLOW]

THE CITY OF SCOTTSDALE, by its Mayor and City Clerk have subscribed their names
this _____ day of January 2026.

CITY OF SCOTTSDALE,
an Arizona municipal corporation

ATTEST:

By: _____
Lisa Borowsky, Mayor

By: _____
Ben Lane, City Clerk

ARCHITECT: Dig Studio, Inc.,
a Colorado corporation

By: _____

Print Name & Title: _____

RECOMMENDED:

By: _____
Melanie Gibson, City Contract Administrator

By: _____
Jenn Myers, MPA, CPPO, NIGP-CPP, CPPB
Purchasing Director

CITY OF SCOTTSDALE REVIEW:

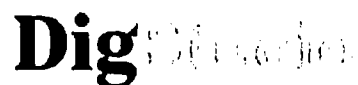
By: _____
Alison Tymkiw, Senior Director - City Engineer

By: _____
George Woods, Safety & Risk Management Director

APPROVED AS TO FORM:

OFFICE OF THE CITY ATTORNEY

Luis E. Santaella, Interim City Attorney
By: Lydia Tulin, Assistant City Attorney



it's humanature.

2026 DIG STUDIO BILLING RATES

Category	Amount
Principal P3	\$ 250.00
Principal P2	\$ 227.00
Principal P1	\$ 205.00
Designer VI	\$ 175.00
Designer V	\$ 157.00
Designer IV	\$ 147.00
Designer III	\$ 136.00
Designer II	\$ 126.00
Designer I	\$ 121.00
Administration	\$ 147.00

Reimbursables include mileage, printing, postage, advertising, and any project related costs and will be billed at cost at rates agreed upon per contract.



CITY OF SCOTTSDALE
ARCHITECTURAL SERVICES CONTRACT
SOLICITATION NO. 26RFSQ024

CONTRACT NO. 2026-002-COS

THIS ARCHITECTURAL SERVICES CONTRACT, (the "Contract") is entered into this 13th day of January, 2026, between the City of Scottsdale, an Arizona municipal corporation (the "City"), and Kimley-Horn and Associates, Inc., a North Carolina corporation (the "Architect").

RECITALS

- A.** The Mayor of the City of Scottsdale is authorized by the City Charter to execute contracts for professional services; and
- B.** The City intends to contract for architectural services for one or more individual task orders and Architect has represented to the City the ability to provide or procure the required services.
- C.** Architect is qualified to render the services required by the City, therefore, the City desires to engage Architect for these services.

FOR AND IN CONSIDERATION of the parties' mutual covenants and conditions, the City and the Architect agree as follows:

1.0 DESCRIPTION, ACCEPTANCE, DOCUMENTATION

1.1 Scope of Services

Architect will furnish any and all services specified in an individual Task Order for which is issued a Task Order Notice-to-Proceed in accordance with this Contract for On-Call Park Planning and Landscape Architectural Services for Capital Improvement Projects located throughout the City on an "as needed" basis.

Architect must obtain all necessary information to complete the tasks specified in Exhibit A, Scope of Work, for the applicable Task Order.

1.2 Acceptance and Documentation

- A.** Each task will be reviewed and approved by the Contract Administrator to determine acceptable completion.
- B.** The City will provide all necessary information to Architect for timely completion of the tasks specified in Section 1.1 above.

- C. All documents, including but not limited to, data compilations, studies, and reports which are prepared in the performance of this Contract are to be and remain the property of the City and are to be delivered to the Contract Administrator before final payment is made to Architect.

2.0 FEES AND PAYMENTS

2.1 Fee Schedule

The fee for individual tasks performed under this contract will be negotiated on a project-by-project basis as Task Orders. The amount paid to Architect under this Contract for all Task Orders shall not exceed \$3,000,000 for the initial two-year contract term and \$1,500,000 for any successive one-year contract renewal.

Architect shall be paid at the hourly rates shown in Exhibit A. Task Orders shall be negotiated using the rates in effect at the time of this contract and billed on a time and materials basis. No lump sum fee proposals will be allowed.

2.2 Payment Approval

The time spent for each task must be recorded and submitted to the Contract Administrator. Architect must maintain all necessary documents and accounting records pertaining to time billed and to costs incurred and make these materials available at all reasonable times during the Contract period.

Monthly payments will be made to Architect on the basis of a progress report submitted by Architect for tasks completed through the last day of the preceding calendar month. Each task is subject to review and approval by the Contract Administrator to determine acceptable completion.

The Contract Administrator will prepare a partial payment request document for Architect's acceptance. However, not more than 90% of the total Task Order price will be paid before City's final acceptance of a completed Task Order.

The Contract Administrator reserves the exclusive right to determine the amount of work performed and payment due Architect on a monthly basis.

All charges must be approved by the Contract Administrator before payment.

2.2.1 Payment Terms

The City of Scottsdale's payment terms for Architectural work under State of Arizona A.R.S. Title 34 requirements is fourteen (14) days after invoice submittal by the Architect and the work is certified and approved by the City Contract Administrator.

The City has seven (7) days after receipt of the invoice to prepare and issue a written finding setting forth those items in detail which are not approved for payment under the Contract and which are not certified by the City Contract

Administrator. Until such time as such issues are resolved and certified by the City the fourteen (14) day payment term will not have commenced.

2.3 Price Adjustment

Increases in the hourly rates shown in Exhibit A may only be requested by Architect thirty (30) days before the annual anniversary date of the Contract. Failure to do so may result in the denial of any increase requested.

Price increases will become effective only after approval by the Contract Administrator and the Purchasing Director and will be effective for at least one (1) year from the date of approval.

Approved price increases will be applied to the unit pricing in the Contract as a percentage increase.

The increased rate will be based upon mutual consent of Architect and the Contract Administrator; however, the Contract Administrator will evaluate Architect's performance, services and records documentation to determine the appropriateness of the increase requested.

The percentage increase in unit pricing may not exceed 5%.

3.0 GENERAL TERMS AND CONDITIONS

3.1 Contract Administrator

The Contract Administrator for the City will be Melanie Gibson, or designee. The Contract Administrator will oversee the performance of this Contract, assist Architect in accessing the organization, audit billings, and approve payments. Architect must submit all reports and special requests through the Contract Administrator. The Contract Administrator has the authority to authorize Change Orders that are in accordance with the City's Procurement Code, as amended.

3.2 Term of Contract

The initial term of this Contract shall be for a period of two (2) years and will commence on or about the 13th day of January, 2026 (the "Effective Date"), with the option to extend for three (3) additional years in one (1) year increments.

- A. The option to extend may be exercised based on Architect's successful performance and the needs of the City.
- B. A Contract Modification will be processed for each extension and will commence on or about the anniversary date of the Contract. Each extension must be authorized by the Contract Administrator and Purchasing Director and need not return to the City's Council for approval.
- C. The Contract will remain in full force and effect during the performance of any Task Order.

3.3 Termination or Cancellation of Contract

The City may terminate this Contract or abandon any portion of a Task Order that has not been performed by Architect.

Termination for Convenience: The City has the right to terminate this Contract or any part of it for its sole convenience with thirty (30) days written notice. If terminated, Architect must immediately stop all work and will immediately cause any of its suppliers and Subcontractors to stop all work. As payment in full for services performed to the date of the termination, Architect will receive a fee for the percentage of tasks actually completed. This fee will be in the amount mutually agreed upon by Architect and the City, based on the Task Order and Scope of Work.

If there is no mutual agreement, the Contract Administrator will determine the percentage of completion of each task detailed in the Task Order and Architect's compensation will be based on this determination. The City will make this final payment within sixty (60) days after Architect has delivered the last of the partially completed tasks. Architect will not be paid for any work done after receipt of the notice of termination or for any costs incurred by Architect's suppliers or Subcontractors, which Architect could reasonably have avoided.

Cancellation for Cause: The City may also cancel this Contract or any part of it with seven (7) days notice for cause if Architect defaults, or if Architect fails to comply with any of the terms and conditions of this Contract. Unsatisfactory performance as determined by the Contract Administrator or failure to provide the City, upon request, with adequate assurances of future performance are all causes allowing the City to terminate this Contract for cause. Upon cancellation for cause, the City will not be liable to Architect for any amount, and Architect will be liable to the City for all damages sustained by the default which caused the cancellation.

If Architect is in violation of any Federal, State, County or City law, regulation or ordinance, the City may terminate this Contract immediately after giving notice to Architect.

If the City cancels this Contract or any part of the Contract services, the City will notify Architect in writing, and upon receiving notice, Architect must discontinue advancing the tasks and proceed to close all operations.

Upon cancellation, Architect must deliver to the City all drawings, special provisions, field survey notes, reports, and estimates, entirely or partially completed, in any format, including but not limited to written or electronic media, together with all unused materials supplied by the City. Use of incomplete data will be the City's sole responsibility.

Architect must appraise the work it has completed and submit its appraisal to the City for evaluation.

If Architect fails to fulfill in a timely and proper manner its obligations, or if Architect violates any of the terms of this Contract, the City may withhold any payments to Architect for the purpose of setoff until the exact amount of

damages due the City from Architect is determined by a court of competent jurisdiction.

If the City improperly cancels the Contract for cause; the cancellation for cause will be converted to a termination for convenience in accordance with the provisions of this Section 3.3.

3.4 Funds Appropriation

If the City Council does not appropriate funds to continue this Contract, the City may terminate this Contract at the end of the current fiscal period. The City agrees to give written notice of termination to Architect at least thirty (30) days before the end of its current fiscal period and will pay to Architect all approved charges incurred through the end of that period.

3.5 Audit

City may audit all of Architect's records, calculations, and working documents pertaining to this work at a mutually agreeable time and place.

Architect's records (hard copy, as well as computer readable data), and any other supporting evidence necessary to substantiate any claims related to this Contract must be open to inspection and subject to audit and reproduction by the City's authorized representative as necessary to permit evaluation and verification of the cost of the work, and any invoices, change orders, payments or claims submitted by Architect or any of his payees. The City's authorized representative must be afforded access, at reasonable times and places, to all of Architect's records and personnel throughout the term of this Contract and for a period of three (3) years after the final payment.

Architect must require all Subcontractors and material suppliers (payees) to comply with the provisions of this Section by insertion of these requirements in a written Contract between Architect and payee. These requirements will apply to all Subcontractors.

If an audit discloses overcharges by Architect to the City in excess of one percent (1%) of the total Contract billings, the actual cost of the City's audit must be reimbursed to the City by Architect. Any adjustments and payments made as a result of the audit or inspection of Architect's invoices and records will be made within a period of time not to exceed ninety (90) days from presentation of the City's findings to Architect.

This audit provision includes the right to inspect personnel records as required by Section 3.22.

3.6 Ownership of Project Documents

All documents, including but not limited to, field notes, design notes, tracings, data compilations, studies, and reports in any format, including but not limited to, written or electronic media, prepared in the performance of this Contract will remain the property of the City and must be delivered to the Contract Administrator before final payment is made to Architect.

When the work detail covers only the preparation of preliminary reports or plans, there will be no limitations upon the City concerning use of the plans or ideas in the reports or plans for the preparation of final construction plans. The City will release Architect from any liability for the preparation of final construction plans by others.

3.7 Completeness and Accuracy

Architect will be responsible for the completeness and accuracy of its work, including but not limited to survey work, reports, supporting data, and drawings, sketches, etc. prepared by Architect and will correct, at its expense, all errors or omissions which may be disclosed. The cost to correct those errors will be chargeable to Architect. Additional construction added to the project will not be the responsibility of Architect unless the need for additional construction was created by any error, omission, or negligent act of Architect. The City's acceptance of Architect's work will not relieve Architect of any of its responsibilities.

3.8 Attorney's Fees

Should either party bring any action for relief, declaratory or otherwise, arising out of this Contract, the prevailing party shall be entitled to an award of reasonable attorneys' fees, reasonable costs and expenses as determined by the court. All these fees, costs, and expenses will be considered to have accrued on the commencement of the action.

3.9 Successors and Assigns

This Contract will extend to and be binding upon Architect, its successors and assigns, including any individual, company, partnership, or other entity with or into which Architect will merge, consolidate, or be liquidated, or any person, corporation, partnership, or other entity to which Architect will sell its assets. Except that services covered by this Contract may not be assigned or sublet in whole or in part without first obtaining the written consent of the Purchasing Director and Contract Administrator.

3.10 Subcontractors

Architect may engage Subcontractors as required for the timely completion of this Contract. If Architect subcontracts any of the work required by the Contract, Architect remains solely responsible for fulfillment of all the terms of this Contract.

Architect will pay its Subcontractors within seven (7) calendar days of receipt of each progress payment from the City. Architect will pay for the amount of work performed by each Subcontractor as accepted and approved by the City with each progress payment. In addition, any reduction of retention, if any, by the City will result in a corresponding reduction to Subcontractors who have performed satisfactory work. Architect will pay Subcontractors the reduced retention within fourteen (14) calendar days of the payment of the reduction of the retention to Architect. No Contract between Architect and its Subcontractors may materially

alter the rights of any Subcontractor to receive prompt payment and retention reduction as provided in this Contract.

If Architect fails to make payments in accordance with these provisions, the City may take any of one or more of the following actions:

- A. To hold Architect in default under this Contract;
- B. Withhold future payments including retention until proper payment has been made to Subcontractors in accordance with these provisions;
- C. Reject all future offers to perform work for the City by Architect for a period not to exceed one (1) year from the completion date of the Task Order at issue; or
- D. Terminate this Contract for cause.

3.11 Alterations or Additions to Scope of Services

The total Scope of Work to be performed is stated in this Contract and any Task Orders issued thereto. Any services requested outside the Scope of Work and any Task Orders issued thereto are additional services. Architect will not perform these additional services without a written Change Order approved by the City. If Architect performs additional services without a written Change Order, Architect will not receive any additional compensation.

3.12 Modifications

Any amendment or modification of the terms of this Contract must be in writing and consistent with the City of Scottsdale Procurement Code, as amended.

3.13 Conflict of Interest

Architect warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Architect, to solicit or secure this Contract, and that it has not paid or agreed to pay any person or persons, other than a bona fide employee working solely for the Architect any fee, commission, percentage, brokerage fee, gifts or any consideration, contingent upon or resulting from the award or making of this Contract. For breach or violation of this warranty, City will have the right to annul this Contract without liability or in its discretion to deduct from the Contract price or consideration, or otherwise recover the full amount of any fee, commission, percentage, brokerage fee, gift or contingent fee, together with costs and attorney's fees.

Pursuant to A.R.S. § 38-511, as amended, the City may cancel any contract or agreement, without penalty or obligation, if any person significantly involved in initiating, negotiating, securing, drafting, or creating the contract on behalf of the City's departments or agencies is, at any time while the contract or any extension of the contract is in effect, an employee of any other party to the contract in any capacity or a contractor to any other party to the contract with respect to the contract's subject matter. The cancellation will be effective when all other parties to the contract receive the City's written notice unless the notice specifies a later time.

Architect will fully reveal in writing any financial or compensatory agreement which it has with a prospective bidder before the City's publication of documents for bidding.

3.14 Force Majeure

Neither party will be responsible for delays or failures in performance resulting from acts beyond their control. These acts will include, but not be limited to, acts of God, riots, acts of war, epidemics, governmental regulations imposed after the fact, fire, communication line failures, or power failures.

3.15 Taxes

The fee listed in this Contract includes all taxes applicable to the services authorized. The City will have no obligation to pay additional amounts for taxes of any type.

3.16 Advertising

No advertising or publicity concerning the City's use of Architect's services shall be undertaken without prior written approval of such advertising or publicity by the City of Scottsdale Contract Administrator and by the City Attorney.

3.17 Counterparts

This Contract may be executed in one or more counterparts, and each executed duplicate counterpart will possess the full force and effect of the original.

3.18 Entire Agreement

This Contract contains the entire understanding of the parties and no representations or agreements, oral or written, made before its execution will vary or modify the terms of this Contract.

3.19 Governing Law and Venue

This Contract will be considered to be made under and will be construed in accordance with and governed by the laws of the State of Arizona. Any action to enforce any provision of this Contract or to obtain any remedy with respect to this Contract shall be brought in the Superior Court of Maricopa County, Arizona, and for this purpose, each party expressly and irrevocably consents to the jurisdiction and venue of that Court.

3.20 Equal Employment Opportunity

For the duration of this Contract, Architect represents and warrants it will comply with all applicable local, state and federal laws governing equal employment opportunities, or prohibiting employment or other discrimination based on any protected characteristic including but not limited to actual or perceived race, color, religion, sex, age, disability, national origin, sexual orientation, gender identity, or U.S. military status. City of Scottsdale Revised Code, Chapter 15

mandates contractor compliance with the policies contained therein. Architect agrees that any violation of provision on the part of Architect, its employees, agents or assigns will constitute a material breach of this Contract.

3.21 No Preferential Treatment or Discrimination

In accordance with the provisions of Article II, Section 36 of the Arizona Constitution, the City will not grant preferential treatment to or discriminate against any individual or group on the basis of race, sex, color, ethnicity or national origin. To avoid the appearance of impropriety, Architect shall not make any donation to the City, of any goods or services during the term of this Contract, unless it has specifically been approved by the City Manager or designee.

3.22 Compliance with Federal and State Laws

Architect understands and acknowledges the applicability to it of the American with Disabilities Act, the Immigration Reform and Control Act of 1986, the Drug Free Workplace Act of 1989, Fair Labor Standards Act, Age Discrimination in Employment Act, Family and Medical Leave Act, National Labor Relations Act, Occupational Safety and Health Act, and other local, state or federal law governing Architect's labor and employment practices. Architect agrees to comply with these laws in performing this Contract and to permit the City to verify compliance. Architect further agrees that any violation of provision on the part of Architect, its employees, agents or assigns will constitute a material breach of this Contract.

Under the provisions of A.R.S. §41-4401, Architect warrants to the City that Architect and all its Subcontractors will comply with all Federal Immigration laws and regulations that relate to their employees and that the Architect and all its Subcontractors now comply with the E-Verify Program under A.R.S. §23-214(A).

A breach of this warranty by Architect or any of its Subcontractors will be considered a material breach of this Contract and may subject Architect or Subcontractor to penalties up to and including termination of this Contract or any subcontract.

The City retains the legal right to inspect the papers of any employee of Architect or any Subcontractor who works on this Contract to ensure that Architect or any Subcontractor is complying with the warranty given above.

The City may conduct random verification of the employment records of Architect and any of its Subcontractors to ensure compliance with this warranty. Architect agrees to indemnify, defend and hold the City harmless for, from and against all losses and liabilities arising from any and all violations of these statutes.

The City will not consider Architect or any of its Subcontractors in material breach of this Contract if Architect and its Subcontractors establish that they have complied with the employment verification provisions prescribed by 8 USCA §1324(a) and (b) of the Federal Immigration and Nationality Act and the E-Verify

requirements prescribed by A.R.S. §23-214(A), as amended. The "E-Verify Program" means the employment verification pilot program as jointly administered by the United States Department of Homeland Security and the Social Security Administration or any of its successor programs.

The provisions of this Section must be included in any contract Architect enters into with any and all of its Subcontractors who provide services under this Contract or any subcontract. "Services" are defined as furnishing labor, time or effort in the State of Arizona by a contractor or subcontractor. Services include construction or maintenance of any structure, building or transportation facility or improvement to real property. Architect will take appropriate steps to assure that all Subcontractors comply with the requirements of the E-Verify Program. Architect's failure to assure compliance by all its' Subcontractors with the E-Verify Program may be considered a material breach of this Contract by the City.

3.23 Compliance with Americans with Disabilities Act

Architect acknowledges that, pursuant to the Americans with Disabilities Act (ADA), programs, services and other activities provided by a public entity to the public, whether directly or through a contractor, must be accessible to the disabled public. Architect will provide the services specified in this Contract in a manner that complies with the ADA and any and all other applicable federal, state and local disability rights legislation. Architect agrees not to discriminate against disabled persons in the provision of services, benefits or activities provided under this Contract and further agrees that any violation of this prohibition on the part of Architect, its employees, agents or assigns will constitute a material breach of this Contract.

3.24 Israel Boycott/Forced Labor Prohibitions

By executing this Contract, Architect certifies that it is not currently engaged in and will not for the duration of this contract engage in boycott activity proscribed by A.R.S. § 35-393 *et seq*, as amended.

Pursuant to A.R.S. § 35-394, as amended, Architect warrants and certifies that it does not currently, and agrees for the duration of this Contract that it will not use:

- 1) The forced labor of ethnic Uyghurs in the People's Republic of China.
- 2) Any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.
- 3) Any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.

If Architect becomes aware during the term of this Contract that Architect is not in compliance with this Section, Architect shall notify the City within five (5) business days after becoming aware of the noncompliance. The failure of Architect to provide a written certification that Architect has remedied the noncompliance within one hundred eighty (180) days after notifying the City of its noncompliance will result in automatic termination of this Contract, unless an earlier contract termination, cancellation, or expiration date applies.

3.25 Evaluation of Architect's Performance

Architect will be evaluated regarding its performance of this Contract. This evaluation may include, but not be limited to, the following consideration for:

- Completeness
- Accuracy
- Utility Coordination
- Technical Expertise
- Organization
- Appearance of Plans (line work, lettering, etc.)
- Working Relationship with City Staff and Others
- Availability
- Communication Skills (meetings, correspondence, etc.)

This evaluation will be prepared by the staff and used to evaluate the desirability to proceed with negotiations for additional services.

3.26 Notices

All notices or demands required by this Contract must be given to the other party in writing, delivered by hand or by registered or certified mail at the addresses stated below, or to any other address the parties may substitute by giving written notice as required by this Section.

Notices to Architect: David Rutkowski
Kimley-Horn and Associates, Inc
14648 North Scottsdale Road, Suite 200
Scottsdale, AZ 85254

Notices to City: Alison Tymkiw
City Engineer, City of Scottsdale
7447 E. Indian School Road, Suite 205
Scottsdale, AZ 85251
(480) 312-7760

If hand delivered, Notices are deemed received on the date delivered. If delivered by certified or registered mail, Notices are deemed received on the date indicated on the receipt. Notice by facsimile or electronic mail is not adequate notice.

3.27 Independent Contractor

The services Architect provides to the City are that of an Independent Contractor, not an employee, or agent of the City. Upon request, Architect shall provide the required I.R.S. Form W-9 which is available from the IRS website at www.IRS.gov under its forms section.

3.28 Ineligible Bidder

The preparer of bid specifications is not eligible to submit a bid or proposal on the solicitation for which it prepared the specification, nor is the preparer eligible to

supply any product to a bidder or offeror on the solicitation for which it prepared the specification.

3.29 Indemnification

To the fullest extent permitted by law, Architect, its successors, assigns and guarantors, must defend, indemnify and hold harmless City of Scottsdale, its agents, representatives, officers, directors, officials and employees from and against all allegations, demands, proceedings, suits, actions, claims, damages, losses, expenses, including but not limited to, attorney fees, court costs, and the cost of appellate proceedings, and all claim adjusting and handling expense, related to, arising from or out of, or resulting from any act or omission, negligence, recklessness, or intentional wrongful conduct by Architect in the performance of this Contract, including but not limited to, any Subcontractor or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable and any injury or damages claimed by any of Architect's and Subcontractor's employees.

Insurance provisions in this Contract are separate and independent from the indemnity provisions of this section and shall not be construed in any way to limit the scope and magnitude of the indemnity provisions. The indemnity provisions of this section shall not be construed in any way to limit the scope and magnitude and applicability of the insurance provisions.

4.0 INSURANCE

A current Acord Certificate is acceptable.

Failure to provide an appropriate Certificate of Insurance will result in rejection of your certificate and delay in Contract execution.

Additionally Certificates of Insurance submitted without referencing a Contract number may be subject to rejection and returned or discarded.

4.1 Insurance Representations and Requirements

- A. General: Architect agrees to comply with all applicable City ordinances and state and federal laws and regulations.

Without limiting any obligations or liabilities of Architect, Architect must purchase and maintain, at its own expense, the required minimum insurance with insurance companies duly licensed or approved to conduct business in the State of Arizona and with an A.M. Best's rating of B++6 or above with policies and forms satisfactory to City. Failure to maintain insurance as required may result in cancellation of this Contract at the City's sole discretion.

- B. No Representation of Coverage Adequacy: By requiring insurance, City does not represent that coverage and limits will be adequate to protect Architect. The City reserves the right to review any and all of the insurance policies and endorsements cited in this Contract but has no

obligation to do so. Failure to demand evidence of full compliance with the insurance requirements in this Contract or failure to identify any insurance deficiency will not relieve Architect from, nor may it be considered a waiver of Architect's obligation to maintain the required insurance at all times during the performance of this Contract.

- C. Coverage Term: Architect must maintain all required insurance in full force and effect until all work or services are satisfactorily performed and accepted by The City of Scottsdale, unless specified otherwise in this Contract.
- D. Claims Made: In the event any insurance policies required by this Contract are written on a "claims made" basis, coverage shall continue uninterrupted throughout the term of this Contract by keeping coverage in force using the effective date of this Contract as the retroactive date on all "claims made" policies. The retroactive date for exclusion of claims must be on or before the effective date of this Contract and can never be after the effective date of this Contract. Upon completion or termination of this Contract, the "claims made" coverage shall be extended for an additional three (3) years using the original retroactive date, either through purchasing an extended reporting option; or by continued renewal of the original insurance policies. Submission of annual Certificates of Insurance, citing the applicable coverages and provisions specified herein, shall continue for three (3) years past the completion or termination of this Contract.
- E. Policy Deductibles and or Self-Insured Retentions: The required policies may provide coverage which contain deductibles or self-insured retention amounts. Architect is solely responsible for any deductible or self-insured retention amount and the City, at its option, may require Architect to secure payment of the deductible or self-insured retention by a surety bond or irrevocable and unconditional Letter of Credit.
- F. Use of Subcontractors: If any work is subcontracted in any way, Architect must execute a written agreement with Subcontractor containing the same Indemnification Clause and Insurance Requirements as the City requires of Architect in this Contract. Architect is responsible for executing the Contract with the Subcontractor and obtaining Certificates of Insurance and verifying the insurance requirements.
- G. Evidence of Insurance and Required Endorsements: Before commencing any work or services under this Contract, Architect must furnish the Contract Administrator with Certificate(s) of Insurance, or formal endorsements issued by Architect's insurer(s) as evidence that policies are placed with acceptable insurers and provide the required coverages, conditions, and limits of coverage and that the coverage and provisions are in full force and effect. If a Certificate of Insurance is submitted as verification of coverage, the City will reasonably rely upon the Certificate of Insurance as evidence of coverage, but this acceptance and reliance will not waive or alter in any way the insurance requirements or obligations of this Contract. If any of the required policies expire during the life of this Contract, Architect's must forward renewal Certificates to

the City within ten (10) days after the renewal date containing all the necessary insurance provisions.

Certificates shall specifically cite the following provisions endorsed to the Architect's policy:

1. The City of Scottsdale, its agents, representatives, officers, directors, officials and employees are named as an Additional Insured under the following policies:
 - a) Commercial General Liability
 - b) Auto Liability
 - c) Excess Liability - Follow Form to underlying insurance as required.
2. Architect's insurance must be primary insurance for all performance of work under this Contract.
3. All policies, except Professional Liability insurance if applicable, waive rights of recovery (subrogation) against the City, its agents, representatives, officers, directors, officials and employees for any claims arising out of work or services performed by Architect under this Contract
4. If Architect receives notice that any of the required policies of insurance are materially reduced or cancelled, it will be Architect's responsibility to provide prompt notice of same to the City, unless such coverage is immediately replaced with similar policies.

4.2 Required Coverage

- A. Commercial General Liability: Architect must maintain "occurrence" form Commercial General Liability insurance with a limit of not less than \$1,000,000 for each occurrence, \$2,000,000 Products and Completed Operations Annual Aggregate, and a \$2,000,000 General Aggregate Limit. The policy must cover liability arising from premises, operations, independent contractors, products-completed operations, and personal injury and advertising injury. If any Excess insurance is utilized to fulfill the requirements of this Section, the Excess insurance must be "follow form" equal or broader in coverage scope than the underlying insurance.
- B. Professional Liability: Architect must maintain Professional Liability insurance covering errors and omissions arising out of the work or services performed by Architect, or anyone employed by the Architect, or anyone for whose acts, mistakes, errors and omissions the Architect is legally liable, with a liability insurance limit of \$1,000,000 each claim and \$2,000,000 all claims. If the Professional Liability insurance policy is written on a "claims made" basis, coverage must extend for three (3) years past completion and acceptance of the work or services, Architect must annually submit Certificates of Insurance citing that the applicable coverage is in force and contains the required provisions for a three (3) year period.
- C. Vehicle Liability: If any vehicle is used in the performance of the Scope of Work that is the subject of this contract, Architect must maintain Business

Automobile Liability insurance with a limit of \$1,000,000 each accident on Architect's owned, hired, and non-owned vehicles assigned to or used in the performance of Architect's work or services under this Contract. If any Excess insurance is utilized to fulfill the requirements of this paragraph, the Excess insurance must be "follow form" equal or broader in coverage scope than the underlying insurance.

- D. Workers Compensation Insurance: Architect must maintain Workers Compensation insurance to cover obligations imposed by federal and state statutes applicable to Architect's employees engaged in the performance of work or services under this Contract and must also maintain Employers' Liability Insurance of not less than \$100,000 for each accident, \$100,000 disease for each employee and \$500,000 disease policy limit. If Architect is a sole proprietor or a single member limited liability company with no employees and has elected not to purchase Workers' Compensation Insurance; a completed and signed Workers' Compensation Waiver Form will substitute for the insurance requirement.

5.0 SOFTWARE LICENSES

If Architect provides to the City any software licenses, the following provisions apply:

5.1 Source Code Availability

- A. Architect must furnish the City, without charge, a single copy of the Source Code for the Software immediately upon the occurrence of any of the following:
1. Architect becomes insolvent; or
 2. Architect ceases to conduct business; or
 3. Architect makes a general assignment for the benefit of creditors; or
 4. A petition is filed in Bankruptcy by or against Architect.
- B. Use of the Source Code may not be subject to any greater restrictions than use of the Software itself.
- C. The City must have the right to modify the Source Code in any manner the City believes is appropriate, provided that the Source Code as modified will remain subject to the restrictions of Section 5.1(B).

5.2 Proprietary Protection

- A. The City agrees that if Architect informs the City that the Software is confidential information or is a trade secret of Architect, the Software is disclosed on a confidential basis under this Contract and in accordance with the terms of this Contract.
- B. Architect shall not use or disclose any knowledge, data or proprietary information relating to the City obtained in any manner.

- C. As permitted by Arizona Law, the parties agree that during the term of this Contract and of all Licenses granted under this Contract, and for a period of seven (7) years after termination of this Contract and of all licenses granted by this Contract, to hold each other's confidential information in confidence. The parties agree, unless required by government regulations or order of Court, not to make each other's confidential information available in any form to any third party or to use each other's confidential information for any purposes other than the implementation of this Contract. However, if Architect's confidential information is requested to be divulged under the provisions of the Arizona Public Records Act, A.R.S., Title 39, as amended, Architect must reimburse the City for the full cost of the City's refusal to release the information, including the costs of litigation, the City's attorney fees, fines, penalties or assessments of the opposing party's attorney fees. Each party agrees to take all reasonable steps to ensure that confidential information is not disclosed or distributed by its employees or agents in violation of the provisions of this Contract.

5.3 Non-Infringement

Architect warrants that the Software provided to the City does not and will not infringe upon or violate any patent, copyright, trade secret or other proprietary or property right of any person or entity.

In the event of a claim against the City asserting or involving such an allegation, Architect will defend, at Architect's sole expense, and will indemnify and hold harmless the City against any loss, cost, expense (including attorney fees) or liability arising out of the claim, whether or not the claim is successful. In the event an injunction or order is obtained against use of the Software, or if in Architect's opinion the Software is likely to become the subject of a claim of infringement, Architect will, at its option and its expense:

1. Procure for the City the right to continue using the Software;
2. Replace or modify the software so that it becomes non-infringing (this modification or replacement must be functionally equivalent to the original); or
3. If neither 1 nor 2 is practicable, repurchase the Software on a depreciated basis utilizing a straight line 5-year period, commencing on the date of acceptance.

5.4 Third Party License

Architect shall sublicense to the City any and all third-party Software required in this Contract. The City reserves the right to accept or reject third-party license terms. If the City rejects the terms of a third-party license, Architect shall be responsible to negotiate acceptable terms or to supply Software from another source with terms acceptable to the City. The City's acceptance of the third-party license terms will not be unreasonably withheld.

6.0 SEVERABILITY AND AUTHORITY

6.1 Severability

If any term or provision of this Contract is found to be illegal or unenforceable, then notwithstanding such illegality or unenforceability, this Contract will remain in full force and effect and the term or provision will be considered to be deleted.

6.2 Authority

Each party warrants that it has full power and authority to enter into and perform this Contract, and that the person signing on behalf of each party has been properly authorized and empowered to enter into this Contract. Each party acknowledges that it has read, understands, and agrees to be bound by the terms and conditions of this Contract.

[END OF TEXT- SIGNATURE PAGE TO FOLLOW]

THE CITY OF SCOTTSDALE, by its Mayor and City Clerk have subscribed their names
this _____ day of January 2026.

CITY OF SCOTTSDALE,
an Arizona municipal corporation

ATTEST:

By: _____
Lisa Borowsky, Mayor

By: _____
Ben Lane, City Clerk

ARCHITECT: Kimley-Horn and Associates, Inc.,
a North Carolina corporation

By: _____

Print Name & Title: _____

RECOMMENDED:

By: _____
Melanie Gibson, City Contract Administrator

By: _____
Jenn Myers, MPA, CPPO, NIGP-CPP, CPPB
Purchasing Director

CITY OF SCOTTSDALE REVIEW:

By: _____
Alison Tymkiw, Senior Director - City Engineer

By: _____
George Woods, Safety & Risk Management Director

APPROVED AS TO FORM:

OFFICE OF THE CITY ATTORNEY



Luis E. Santaella, Interim City Attorney
By: Lydia Tulin, Assistant City Attorney



Solicitation No. 26RFSQ024, On-Call Park Planning Services

HOURLY RATE SCHEDULE

Senior Professional	\$280
Professional	\$200
Analyst/Designer	\$150
Administrative/Accounting	\$140



**CITY OF SCOTTSDALE
ARCHITECTURAL SERVICES CONTRACT**

SOLICITATION NO. 26RFSQ024

CONTRACT NO. 2026-003-COS

THIS ARCHITECTURAL SERVICES CONTRACT, (the "Contract") is entered into this 13th day of January, 2026, between the City of Scottsdale, an Arizona municipal corporation (the "City"), and WERK, LLC, an Arizona limited liability company (the "Architect").

RECITALS

- A. The Mayor of the City of Scottsdale is authorized by the City Charter to execute contracts for professional services; and
- B. The City intends to contract for architectural services for one or more individual task orders and Architect has represented to the City the ability to provide or procure the required services.
- C. Architect is qualified to render the services required by the City, therefore, the City desires to engage Architect for these services.

FOR AND IN CONSIDERATION of the parties' mutual covenants and conditions, the City and Architect agree as follows:

1.0 DESCRIPTION, ACCEPTANCE, DOCUMENTATION

1.1 Scope of Services

Architect will furnish any and all services specified in an individual Task Order for which is issued a Task Order Notice to Proceed in accordance with this Contract for On-Call Park Planning Landscape Architectural Services for Capital Improvement Projects located throughout the City on an "as needed" basis.

The Architect must obtain all necessary information to complete the tasks specified in Exhibit A, Scope of Work, for the applicable Task Order.

1.2 Acceptance and Documentation

- A. Each task will be reviewed and approved by the Contract Administrator to determine acceptable completion.
- B. The City will provide all necessary information to Architect for timely completion of the tasks specified in Section 1.1 above.

- C. All documents, including but not limited to, data compilations, studies, and reports which are prepared in the performance of this Contract are to be and remain the property of the City and are to be delivered to the Contract Administrator before final payment is made to Architect.

2.0 FEES AND PAYMENTS

2.1 Fee Schedule

The fee for individual tasks performed under this contract will be negotiated on a project-by-project basis as Task Orders. The amount paid to Architect under this Contract for all Task Orders shall not exceed \$3,000,000 for the initial two-year contract term and \$1,500,000 for any successive one-year contract renewal.

Architect shall be paid at the hourly rates shown in Exhibit A. Task Orders shall be negotiated using the rates in effect at the time of this contract and billed on a time and materials basis. No lump sum fee proposals will be allowed.

2.2 Payment Approval

The time spent for each task must be recorded and submitted to the Contract Administrator. Architect must maintain all necessary documents and accounting records pertaining to time billed and to costs incurred and make these materials available at all reasonable times during the Contract period.

Monthly payments will be made to Architect on the basis of a progress report submitted by Architect for tasks completed through the last day of the preceding calendar month. Each task is subject to review and approval by the Contract Administrator to determine acceptable completion.

The Contract Administrator will prepare a partial payment request document for Architect's acceptance. However, not more than 90% of the total Task Order price will be paid before City's final acceptance of a completed Task Order.

The Contract Administrator reserves the exclusive right to determine the amount of work performed and payment due Architect on a monthly basis.

All charges must be approved by the Contract Administrator before payment.

2.2.1 Payment Terms

The City of Scottsdale's payment terms for architectural work under State of Arizona A.R.S. Title 34 requirements is fourteen (14) days after invoice submittal by Architect and the work is certified and approved by the City Contract Administrator.

The City has seven (7) days after receipt of the invoice to prepare and issue a written finding setting forth those items in detail which are not approved for payment under the Contract and which are not certified by the City Contract

Administrator. Until such time as such issues are resolved and certified by the City the fourteen (14) day payment term will not have commenced.

2.3 Price Adjustment

Increases in the hourly rates shown in Exhibit A may only be requested by Architect thirty (30) days before the annual anniversary date of the Contract. Failure to do so may result in the denial of any increase requested.

Price increases will become effective only after approval by the Contract Administrator and the Purchasing Director and will be effective for at least one (1) year from the date of approval.

Approved price increases will be applied to the unit pricing in the Contract as a percentage increase.

The increased rate will be based upon mutual consent of Architect and the Contract Administrator; however, the Contract Administrator will evaluate the Architect's performance, services and records documentation to determine the appropriateness of the increase requested.

The percentage increase in unit pricing may not exceed 5%.

3.0 GENERAL TERMS AND CONDITIONS

3.1 Contract Administrator

The Contract Administrator for the City will be Melanie Gibson, or designee. The Contract Administrator will oversee the performance of this Contract, assist Architect in accessing the organization, audit billings, and approve payments. Architect must submit all reports and special requests through the Contract Administrator. The Contract Administrator has the authority to authorize Change Orders that are in accordance with the City's Procurement Code, as amended.

3.2 Term of Contract

The initial term of this Contract shall be for a period of two (2) years and will commence on or about the 13th day of January, 2026 (the "Effective Date"), with the option to extend for three (3) additional years in one (1) year increments.

- A. The option to extend may be exercised based on Architect's successful performance and the needs of the City.
- B. A Contract Modification will be processed for each extension and will commence on or about the anniversary date of the Contract. Each extension must be authorized by the Contract Administrator and Purchasing Director and need not return to the City's Council for approval.
- C. The Contract will remain in full force and effect during the performance of any Task Order.

3.3 Termination or Cancellation of Contract

The City may terminate this Contract or abandon any portion of a Task Order that has not been performed by Architect.

Termination for Convenience: The City has the right to terminate this Contract or any part of it for its sole convenience with thirty (30) days written notice. If terminated, Architect must immediately stop all work and will immediately cause any of its suppliers and Subcontractors to stop all work. As payment in full for services performed to the date of the termination, Architect will receive a fee for the percentage of tasks actually completed. This fee will be in the amount mutually agreed upon by Architect and the City, based on the Task Order and Scope of Work.

If there is no mutual agreement, the Contract Administrator will determine the percentage of completion of each task detailed in the Task Order and Architect's compensation will be based on this determination. The City will make this final payment within sixty (60) days after Architect has delivered the last of the partially completed tasks. Architect will not be paid for any work done after receipt of the notice of termination or for any costs incurred by Architect's suppliers or Subcontractors, which Architect could reasonably have avoided.

Cancellation for Cause: The City may also cancel this Contract or any part of it with seven (7) days notice for cause if Architect defaults, or if Architect fails to comply with any of the terms and conditions of this Contract. Unsatisfactory performance as determined by the Contract Administrator or failure to provide the City, upon request, with adequate assurances of future performance are all causes allowing the City to terminate this Contract for cause. Upon cancellation for cause, the City will not be liable to Architect for any amount, and Architect will be liable to the City for all damages sustained by the default which caused the cancellation.

If Architect is in violation of any Federal, State, County or City law, regulation or ordinance, the City may terminate this Contract immediately after giving notice to Architect.

If the City cancels this Contract or any part of the Contract services, the City will notify Architect in writing, and upon receiving notice, Architect must discontinue advancing the tasks and proceed to close all operations.

Upon cancellation, Architect must deliver to the City all drawings, special provisions, field survey notes, reports, and estimates, entirely or partially completed, in any format, including but not limited to written or electronic media, together with all unused materials supplied by the City. Use of incomplete data will be the City's sole responsibility.

Architect must appraise the work it has completed and submit its appraisal to the City for evaluation.

If Architect fails to fulfill in a timely and proper manner its obligations, or if Architect violates any of the terms of this Contract, the City may withhold any payments to Architect for the purpose of setoff until the exact amount of

damages due the City from Architect is determined by a court of competent jurisdiction.

If the City improperly cancels the Contract for cause; the cancellation for cause will be converted to a termination for convenience in accordance with the provisions of this Section 3.3.

3.4 Funds Appropriation

If the City Council does not appropriate funds to continue this Contract, the City may terminate this Contract at the end of the current fiscal period. The City agrees to give written notice of termination to Architect at least thirty (30) days before the end of its current fiscal period and will pay to Architect all approved charges incurred through the end of that period.

3.5 Audit

City may audit all of Architect's records, calculations, and working documents pertaining to this work at a mutually agreeable time and place.

Architect's records (hard copy, as well as computer readable data), and any other supporting evidence necessary to substantiate any claims related to this Contract must be open to inspection and subject to audit and reproduction by the City's authorized representative as necessary to permit evaluation and verification of the cost of the work, and any invoices, change orders, payments or claims submitted by Architect or any of his payees. The City's authorized representative must be afforded access, at reasonable times and places, to all of Architect's records and personnel throughout the term of this Contract and for a period of three (3) years after the final payment.

Architect must require all Subcontractors and material suppliers (payees) to comply with the provisions of this Section by insertion of these requirements in a written Contract between Architect and payee. These requirements will apply to all Subcontractors.

If an audit discloses overcharges by Architect to the City in excess of one percent (1%) of the total Contract billings, the actual cost of the City's audit must be reimbursed to the City by Architect. Any adjustments and payments made as a result of the audit or inspection of Architect's invoices and records will be made within a period of time not to exceed ninety (90) days from presentation of the City's findings to Architect.

This audit provision includes the right to inspect personnel records as required by Section 3.22.

3.6 Ownership of Project Documents

All documents, including but not limited to, field notes, design notes, tracings, data compilations, studies, and reports in any format, including but not limited to, written or electronic media, prepared in the performance of this Contract will remain the property of the City and must be delivered to the Contract Administrator before final payment is made to Architect.

When the work detail covers only the preparation of preliminary reports or plans, there will be no limitations upon the City concerning use of the plans or ideas in the reports or plans for the preparation of final construction plans. The City will release Architect from any liability for the preparation of final construction plans by others.

3.7 Completeness and Accuracy

Architect will be responsible for the completeness and accuracy of its work, including but not limited to survey work, reports, supporting data, and drawings, sketches, etc. prepared by Architect and will correct, at its expense, all errors or omissions which may be disclosed. The cost to correct those errors will be chargeable to Architect. Additional construction added to the project will not be the responsibility of Architect unless the need for additional construction was created by any error, omission, or negligent act of Architect. The City's acceptance of Architect's work will not relieve Architect of any of its responsibilities.

3.8 Attorney's Fees

Should either party bring any action for relief, declaratory or otherwise, arising out of this Contract, the prevailing party shall be entitled to an award of reasonable attorneys' fees, reasonable costs and expenses as determined by the court. All these fees, costs, and expenses will be considered to have accrued on the commencement of the action.

3.9 Successors and Assigns

This Contract will extend to and be binding upon Architect, its successors and assigns, including any individual, company, partnership, or other entity with or into which Architect will merge, consolidate, or be liquidated, or any person, corporation, partnership, or other entity to which Architect will sell its assets. Except that services covered by this Contract may not be assigned or sublet in whole or in part without first obtaining the written consent of the Purchasing Director and Contract Administrator.

3.10 Subcontractors

Architect may engage Subcontractors as required for the timely completion of this Contract. If Architect subcontracts any of the work required by the Contract, Architect remains solely responsible for fulfillment of all the terms of this Contract.

Architect will pay its Subcontractors within seven (7) calendar days of receipt of each progress payment from the City. Architect will pay for the amount of work performed by each Subcontractor as accepted and approved by the City with each progress payment. In addition, any reduction of retention, if any, by the City will result in a corresponding reduction to Subcontractors who have performed satisfactory work. Architect will pay Subcontractors the reduced retention within fourteen (14) calendar days of the payment of the reduction of the retention to Architect. No Contract between Architect and its Subcontractors may materially

alter the rights of any Subcontractor to receive prompt payment and retention reduction as provided in this Contract.

If Architect fails to make payments in accordance with these provisions, the City may take any of one or more of the following actions:

- A. To hold Architect in default under this Contract;
- B. Withhold future payments including retention until proper payment has been made to Subcontractors in accordance with these provisions;
- C. Reject all future offers to perform work for the City by Architect for a period not to exceed one (1) year from the completion date of the Task Order at issue; or
- D. Terminate this Contract for cause.

3.11 Alterations or Additions to Scope of Services

The total Scope of Work to be performed is stated in this Contract and any Task Orders issued thereto. Any services requested outside the Scope of Work and any Task Orders issued thereto are additional services. Architect will not perform these additional services without a written Change Order approved by the City. If Architect performs additional services without a written Change Order, Architect will not receive any additional compensation.

3.12 Modifications

Any amendment or modification of the terms of this Contract must be in writing and consistent with the City of Scottsdale Procurement Code, as amended.

3.13 Conflict of Interest

Architect warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Architect, to solicit or secure this Contract, and that it has not paid or agreed to pay any person or persons, other than a bona fide employee working solely for the Architect any fee, commission, percentage, brokerage fee, gifts or any consideration, contingent upon or resulting from the award or making of this Contract. For breach or violation of this warranty, City will have the right to annul this Contract without liability or in its discretion to deduct from the Contract price or consideration, or otherwise recover the full amount of any fee, commission, percentage, brokerage fee, gift or contingent fee, together with costs and attorney's fees.

Pursuant to A.R.S. § 38-511, as amended, the City may cancel any contract or agreement, without penalty or obligation, if any person significantly involved in initiating, negotiating, securing, drafting, or creating the contract on behalf of the City's departments or agencies is, at any time while the contract or any extension of the contract is in effect, an employee of any other party to the contract in any capacity or a contractor to any other party to the contract with respect to the contract's subject matter. The cancellation will be effective when all other parties to the contract receive the City's written notice unless the notice specifies a later time.

Architect will fully reveal in writing any financial or compensatory agreement which it has with a prospective bidder before the City's publication of documents for bidding.

3.14 Force Majeure

Neither party will be responsible for delays or failures in performance resulting from acts beyond their control. These acts will include, but not be limited to, acts of God, riots, acts of war, epidemics, governmental regulations imposed after the fact, fire, communication line failures, or power failures.

3.15 Taxes

The fee listed in this Contract includes all taxes applicable to the services authorized. The City will have no obligation to pay additional amounts for taxes of any type.

3.16 Advertising

No advertising or publicity concerning the City's use of Architect's services shall be undertaken without prior written approval of such advertising or publicity by the City of Scottsdale Contract Administrator and by the City Attorney.

3.17 Counterparts

This Contract may be executed in one or more counterparts, and each executed duplicate counterpart will possess the full force and effect of the original.

3.18 Entire Agreement

This Contract contains the entire understanding of the parties and no representations or agreements, oral or written, made before its execution will vary or modify the terms of this Contract.

3.19 Governing Law and Venue

This Contract will be considered to be made under and will be construed in accordance with and governed by the laws of the State of Arizona. Any action to enforce any provision of this Contract or to obtain any remedy with respect to this Contract shall be brought in the Superior Court of Maricopa County, Arizona, and for this purpose, each party expressly and irrevocably consents to the jurisdiction and venue of that Court.

3.20 Equal Employment Opportunity

For the duration of this Contract, Architect represents and warrants it will comply with all applicable local, state and federal laws governing equal employment opportunities, or prohibiting employment or other discrimination based on any protected characteristic including but not limited to actual or perceived race, color, religion, sex, age, disability, national origin, sexual orientation, gender identity, or U.S. military status. City of Scottsdale Revised Code, Chapter 15

mandates contractor compliance with the policies contained therein. Architect agrees that any violation of provision on the part of Architect, its employees, agents or assigns will constitute a material breach of this Contract.

3.21 No Preferential Treatment or Discrimination

In accordance with the provisions of Article II, Section 36 of the Arizona Constitution, the City will not grant preferential treatment to or discriminate against any individual or group on the basis of race, sex, color, ethnicity or national origin. To avoid the appearance of impropriety, Architect shall not make any donation to the City, of any goods or services during the term of this Contract, unless it has specifically been approved by the City Manager or designee.

3.22 Compliance with Federal and State Laws

Architect understands and acknowledges the applicability to it of the American with Disabilities Act, the Immigration Reform and Control Act of 1986, the Drug Free Workplace Act of 1989, Fair Labor Standards Act, Age Discrimination in Employment Act, Family and Medical Leave Act, National Labor Relations Act, Occupational Safety and Health Act, and other local, state or federal law governing Architect's labor and employment practices. Architect agrees to comply with these laws in performing this Contract and to permit the City to verify compliance. Architect further agrees that any violation of provision on the part of Architect, its employees, agents or assigns will constitute a material breach of this Contract.

Under the provisions of A.R.S. §41-4401, Architect warrants to the City that Architect and all its Subcontractors will comply with all Federal Immigration laws and regulations that relate to their employees and that the Architect and all its Subcontractors now comply with the E-Verify Program under A.R.S. §23-214(A).

A breach of this warranty by Architect or any of its Subcontractors will be considered a material breach of this Contract and may subject Architect or Subcontractor to penalties up to and including termination of this Contract or any subcontract.

The City retains the legal right to inspect the papers of any employee of Architect or any Subcontractor who works on this Contract to ensure that Architect or any Subcontractor is complying with the warranty given above.

The City may conduct random verification of the employment records of Architect and any of its Subcontractors to ensure compliance with this warranty. Architect agrees to indemnify, defend and hold the City harmless for, from and against all losses and liabilities arising from any and all violations of these statutes.

The City will not consider Architect or any of its Subcontractors in material breach of this Contract if Architect and its Subcontractors establish that they have complied with the employment verification provisions prescribed by 8 USCA §1324(a) and (b) of the Federal Immigration and Nationality Act and the E-Verify requirements prescribed by A.R.S. §23-214(A), as amended. The "E-Verify

Program" means the employment verification pilot program as jointly administered by the United States Department of Homeland Security and the Social Security Administration or any of its successor programs.

The provisions of this Section must be included in any contract Architect enters into with any and all of its Subcontractors who provide services under this Contract or any subcontract. "Services" are defined as furnishing labor, time or effort in the State of Arizona by a contractor or subcontractor. Services include construction or maintenance of any structure, building or transportation facility or improvement to real property. Architect will take appropriate steps to assure that all Subcontractors comply with the requirements of the E-Verify Program. Architect's failure to assure compliance by all its' Subcontractors with the E-Verify Program may be considered a material breach of this Contract by the City.

3.23 Compliance with Americans with Disabilities Act

Architect acknowledges that, pursuant to the Americans with Disabilities Act (ADA), programs, services and other activities provided by a public entity to the public, whether directly or through a contractor, must be accessible to the disabled public. Architect will provide the services specified in this Contract in a manner that complies with the ADA and any and all other applicable federal, state and local disability rights legislation. Architect agrees not to discriminate against disabled persons in the provision of services, benefits or activities provided under this Contract and further agrees that any violation of this prohibition on the part of Architect, its employees, agents or assigns will constitute a material breach of this Contract.

3.24 Israel Boycott/Forced Labor Prohibitions

By executing this Contract, Architect certifies that it is not currently engaged in and will not for the duration of this contract engage in boycott activity proscribed by A.R.S. § 35-393 *et seq*, as amended.

Pursuant to A.R.S. § 35-394, as amended, Architect warrants and certifies that it does not currently, and agrees for the duration of this Contract that it will not use:

- 1) The forced labor of ethnic Uyghurs in the People's Republic of China.
- 2) Any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.
- 3) Any contractors, subcontractors or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China.

If Architect becomes aware during the term of this Contract that Architect is not in compliance with this Section, Architect shall notify the City within five (5) business days after becoming aware of the noncompliance. The failure of Architect to provide a written certification that Architect has remedied the noncompliance within one hundred eighty (180) days after notifying the City of its noncompliance will result in automatic termination of this Contract, unless an earlier contract termination, cancellation, or expiration date applies.

3.25 Evaluation of Architect's Performance

Architect will be evaluated regarding its performance of this Contract. This evaluation may include, but not be limited to, the following consideration for:

- Completeness
- Accuracy
- Utility Coordination
- Technical Expertise
- Organization
- Appearance of Plans (line work, lettering, etc.)
- Working Relationship with City Staff and Others
- Availability
- Communication Skills (meetings, correspondence, etc.)

This evaluation will be prepared by the staff and used to evaluate the desirability to proceed with negotiations for additional services.

3.26 Notices

All notices or demands required by this Contract must be given to the other party in writing, delivered by hand or by registered or certified mail at the addresses stated below, or to any other address the parties may substitute by giving written notice as required by this Section.

Notice to Architect: Brian Sager
WERK, LLC
7520 East 2nd Street, Suite 1004
Scottsdale, AZ 85251

Notice to City: Alison Tymkiw
City Engineer, City of Scottsdale
7447 E. Indian School Road, Suite 205
Scottsdale, AZ 85251
(480) 312-7760

If hand delivered, Notices are deemed received on the date delivered. If delivered by certified or registered mail, Notices are deemed received on the date indicated on the receipt. Notice by facsimile or electronic mail is not adequate notice.

3.27 Independent Contractor

The services Architect provides to the City are that of an Independent Contractor, not an employee, or agent of the City. Upon request, Architect shall provide the required I.R.S. Form W-9 which is available from the IRS website at www.IRS.gov under its forms section.

3.28 Ineligible Bidder

The preparer of bid specifications is not eligible to submit a bid or proposal on the solicitation for which it prepared the specification, nor is the preparer eligible to

supply any product to a bidder or offeror on the solicitation for which it prepared the specification.

3.29 Indemnification

To the fullest extent permitted by law, Architect, its successors, assigns and guarantors, must defend, indemnify and hold harmless City of Scottsdale, its agents, representatives, officers, directors, officials and employees from and against all allegations, demands, proceedings, suits, actions, claims, damages, losses, expenses, including but not limited to, attorney fees, court costs, and the cost of appellate proceedings, and all claim adjusting and handling expense, related to, arising from or out of, or resulting from any act or omission, negligence, recklessness, or intentional wrongful conduct by Architect in the performance of this Contract, including but not limited to, any Subcontractor or anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable and any injury or damages claimed by any of Architect's and Subcontractor's employees.

Insurance provisions in this Contract are separate and independent from the indemnity provisions of this Section and shall not be construed in any way to limit the scope and magnitude of the indemnity provisions. The indemnity provisions of this Section shall not be construed in any way to limit the scope and magnitude and applicability of the insurance provisions.

4.0 INSURANCE

A current Acord Certificate is acceptable.

Failure to provide an appropriate Certificate of Insurance will result in rejection of your certificate and delay in Contract execution.

Additionally Certificates of Insurance submitted without referencing a Contract number may be subject to rejection and returned or discarded.

4.1 Insurance Representations and Requirements

- A. General: Architect agrees to comply with all applicable City ordinances and state and federal laws and regulations.

Without limiting any obligations or liabilities of Architect, Architect must purchase and maintain, at its own expense, the required minimum insurance with insurance companies duly licensed or approved to conduct business in the State of Arizona and with an A.M. Best's rating of B++6 or above with policies and forms satisfactory to City. Failure to maintain insurance as required may result in cancellation of this Contract at the City's sole discretion.

- B. No Representation of Coverage Adequacy: By requiring insurance, City does not represent that coverage and limits will be adequate to protect Architect. The City reserves the right to review any and all of the insurance policies and endorsements cited in this Contract but has no

obligation to do so. Failure to demand evidence of full compliance with the insurance requirements in this Contract or failure to identify any insurance deficiency will not relieve Architect from, nor may it be considered a waiver of Architect's obligation to maintain the required insurance at all times during the performance of this Contract.

- C. Coverage Term: Architect must maintain all required insurance in full force and effect until all work or services are satisfactorily performed and accepted by The City of Scottsdale, unless specified otherwise in this Contract.
- D. Claims Made: In the event any insurance policies required by this Contract are written on a "claims made" basis, coverage shall continue uninterrupted throughout the term of this Contract by keeping coverage in force using the effective date of this Contract as the retroactive date on all "claims made" policies. The retroactive date for exclusion of claims must be on or before the effective date of this Contract and can never be after the effective date of this Contract. Upon completion or termination of this Contract, the "claims made" coverage shall be extended for an additional three (3) years using the original retroactive date, either through purchasing an extended reporting option; or by continued renewal of the original insurance policies. Submission of annual Certificates of Insurance, citing the applicable coverages and provisions specified herein, shall continue for three (3) years past the completion or termination of this Contract.
- E. Policy Deductibles and or Self-Insured Retentions: The required policies may provide coverage which contain deductibles or self-insured retention amounts. Architect is solely responsible for any deductible or self-insured retention amount and the City, at its option, may require Architect to secure payment of the deductible or self-insured retention by a surety bond or irrevocable and unconditional Letter of Credit.
- F. Use of Subcontractors: If any work is subcontracted in any way, Architect must execute a written agreement with Subcontractor containing the same Indemnification Clause and Insurance Requirements as the City requires of Architect in this Contract. Architect is responsible for executing the Contract with the Subcontractor and obtaining Certificates of Insurance and verifying the insurance requirements.
- G. Evidence of Insurance and Required Endorsements: Before commencing any work or services under this Contract, Architect must furnish the Contract Administrator with Certificate(s) of Insurance, or formal endorsements issued by Architect's insurer(s) as evidence that policies are placed with acceptable insurers and provide the required coverages, conditions, and limits of coverage and that the coverage and provisions are in full force and effect. If a Certificate of Insurance is submitted as verification of coverage, the City will reasonably rely upon the Certificate of Insurance as evidence of coverage, but this acceptance and reliance will not waive or alter in any way the insurance requirements or obligations of this Contract. If any of the required policies expire during the life of this Contract, Architect's must forward renewal Certificates to

the City within ten (10) days after the renewal date containing all the necessary insurance provisions.

Certificates shall specifically cite the following provisions endorsed to the Architect's policy:

1. The City of Scottsdale, its agents, representatives, officers, directors, officials and employees are named as an Additional Insured under the following policies:
 - a) Commercial General Liability
 - b) Auto Liability
 - c) Excess Liability - Follow Form to underlying insurance as required.
2. Architect's insurance must be primary insurance for all performance of work under this Contract.
3. All policies, except Professional Liability insurance if applicable, waive rights of recovery (subrogation) against the City, its agents, representatives, officers, directors, officials and employees for any claims arising out of work or services performed by Architect under this Contract.
4. If Architect receives notice that any of the required policies of insurance are materially reduced or cancelled, it will be Architect's responsibility to provide prompt notice of same to the City, unless such coverage is immediately replaced with similar policies.

4.2 Required Coverage

- A. Commercial General Liability: Architect must maintain "occurrence" form Commercial General Liability insurance with a limit of not less than \$1,000,000 for each occurrence, \$2,000,000 Products and Completed Operations Annual Aggregate, and a \$2,000,000 General Aggregate Limit. The policy must cover liability arising from premises, operations, independent contractors, products-completed operations, and personal injury and advertising injury. If any Excess insurance is utilized to fulfill the requirements of this Section, the Excess insurance must be "follow form" equal or broader in coverage scope than the underlying insurance.
- B. Professional Liability: Architect must maintain Professional Liability insurance covering errors and omissions arising out of the work or services performed by Architect, or anyone employed by the Architect, or anyone for whose acts, mistakes, errors and omissions the Architect is legally liable, with a liability insurance limit of \$1,000,000 each claim and \$2,000,000 all claims. If the Professional Liability insurance policy is written on a "claims made" basis, coverage must extend for three (3) years past completion and acceptance of the work or services, Architect must annually submit Certificates of Insurance citing that the applicable coverage is in force and contains the required provisions for a three (3) year period.
- C. Vehicle Liability: If any vehicle is used in the performance of the Scope of Work that is the subject of this contract, Architect must maintain Business

Automobile Liability insurance with a limit of \$1,000,000 each accident on Architect's owned, hired, and non-owned vehicles assigned to or used in the performance of Architect's work or services under this Contract. If any Excess insurance is utilized to fulfill the requirements of this paragraph, the Excess insurance must be "follow form" equal or broader in coverage scope than the underlying insurance.

- D. Workers Compensation Insurance: Architect must maintain Workers Compensation insurance to cover obligations imposed by federal and state statutes applicable to Architect's employees engaged in the performance of work or services under this Contract and must also maintain Employers' Liability Insurance of not less than \$100,000 for each accident, \$100,000 disease for each employee and \$500,000 disease policy limit. If Architect is a sole proprietor or a single member limited liability company with no employees and has elected not to purchase Workers' Compensation Insurance; a completed and signed Workers' Compensation Waiver Form will substitute for the insurance requirement.

5.0 SOFTWARE LICENSES

If Architect provides to the City any software licenses, the following provisions apply:

5.1 Source Code Availability

- A. Architect must furnish the City, without charge, a single copy of the Source Code for the Software immediately upon the occurrence of any of the following:
1. Architect becomes insolvent;
 2. Architect ceases to conduct business;
 3. Architect makes a general assignment for the benefit of creditors; or
 4. A petition is filed in Bankruptcy by or against Architect.
- B. Use of the Source Code may not be subject to any greater restrictions than use of the Software itself.
- C. The City must have the right to modify the Source Code in any manner the City believes is appropriate, provided that the Source Code as modified will remain subject to the restrictions of Section 5.1(B).

5.2 Proprietary Protection

- A. The City agrees that if Architect informs the City that the Software is confidential information or is a trade secret of Architect, the Software is disclosed on a confidential basis under this Contract and in accordance with the terms of this Contract.
- B. Architect shall not use or disclose any knowledge, data or proprietary information relating to the City obtained in any manner.

- C. As permitted by Arizona Law, the parties agree that during the term of this Contract and of all Licenses granted under this Contract, and for a period of seven (7) years after termination of this Contract and of all licenses granted by this Contract, to hold each other's confidential information in confidence. The parties agree, unless required by government regulations or order of Court, not to make each other's confidential information available in any form to any third party or to use each other's confidential information for any purposes other than the implementation of this Contract. However, if Architect's confidential information is requested to be divulged under the provisions of the Arizona Public Records Act, A.R.S., Title 39, as amended, Architect must reimburse the City for the full cost of the City's refusal to release the information, including the costs of litigation, the City's attorney fees, fines, penalties or assessments of the opposing party's attorney fees. Each party agrees to take all reasonable steps to ensure that confidential information is not disclosed or distributed by its employees or agents in violation of the provisions of this Contract.

5.3 Non-Infringement

Architect warrants that the Software provided to the City does not and will not infringe upon or violate any patent, copyright, trade secret or other proprietary or property right of any person or entity.

In the event of a claim against the City asserting or involving such an allegation, Architect will defend, at Architect's sole expense, and will indemnify and hold harmless the City against any loss, cost, expense (including attorney fees) or liability arising out of the claim, whether or not the claim is successful. In the event an injunction or order is obtained against use of the Software, or if in Architect's opinion the Software is likely to become the subject of a claim of infringement, Architect will, at its option and its expense:

1. Procure for the City the right to continue using the Software;
2. Replace or modify the Software so that it becomes non-infringing (this modification or replacement must be functionally equivalent to the original); or
3. If neither 1 nor 2 is practicable, repurchase the Software on a depreciated basis utilizing a straight line 5-year period, commencing on the date of acceptance.

5.4 Third Party License

Architect shall sublicense to the City any and all third-party Software required in this Contract. The City reserves the right to accept or reject third-party license terms. If the City rejects the terms of a third-party license, Architect shall be responsible to negotiate acceptable terms or to supply Software from another source with terms acceptable to the City. The City's acceptance of the third-party license terms will not be unreasonably withheld.

6.0 SEVERABILITY AND AUTHORITY

6.1 Severability

If any term or provision of this Contract is found to be illegal or unenforceable, then notwithstanding such illegality or unenforceability, this Contract will remain in full force and effect and the term or provision will be considered to be deleted.

6.2 Authority

Each party warrants that it has full power and authority to enter into and perform this Contract, and that the person signing on behalf of each party has been properly authorized and empowered to enter into this Contract. Each party acknowledges that it has read, understands, and agrees to be bound by the terms and conditions of this Contract.

[END OF TEXT- SIGNATURE PAGE TO FOLLOW]

THE CITY OF SCOTTSDALE, by its Mayor and City Clerk have subscribed their names this _____ day of January 2026.

CITY OF SCOTTSDALE,
an Arizona municipal corporation

ATTEST:

By: _____
Lisa Borowsky, Mayor

By: _____
Ben Lane, City Clerk

ARCHITECT: WERK, LLC,
an Arizona limited liability company

By: _____

Print Name & Title: _____

RECOMMENDED:

By: _____
Melanie Gibson, City Contract Administrator

By: _____
Jenn Myers, MPA, CPPO, NIGP-CPP, CPPB
Purchasing Director

CITY OF SCOTTSDALE REVIEW:

By: _____
Alison Tymkiw, Senior Director - City Engineer

By: _____
George Woods, Safety & Risk Management Director

APPROVED AS TO FORM:

OFFICE OF THE CITY ATTORNEY



Luis E. Santaella, Interim City Attorney
By: Lydia Tulin, Assistant City Attorney



2026 PERSONNEL HOURLY RATES

The rates below represent WERK's hourly rates for 2026.

DESIGN TEAM PERSONNEL	HOURLY RATES
Principal	\$180.00
Senior Landscape Architect	\$165.00
Landscape Architect	\$145.00
Landscape Designer	\$130.00
Landscape Analyst	\$100.00

2027-2028 PERSONNEL HOURLY RATES

The rates below represent WERK's hourly rates for 2027-2028.

DESIGN TEAM PERSONNEL	HOURLY RATES
Principal	\$190.00
Senior Landscape Architect	\$175.00
Landscape Architect	\$150.00
Landscape Designer	\$135.00
Landscape Analyst	\$105.00

2029-2030 PERSONNEL HOURLY RATES

The rates below represent WERK's hourly rates for 2029-2030.

DESIGN TEAM PERSONNEL	HOURLY RATES
Principal	\$200.00
Senior Landscape Architect	\$185.00
Landscape Architect	\$160.00
Landscape Designer	\$140.00
Landscape Analyst	\$110.00