l	RESOLUTION NO. 69-187
2	A RESOLUTION OF THE COUNCIL OF THE CITY OF POMONA, COUNTY
3	OF LOS ANGELES, STATE OF CALIFORNIA, AUTHORIZING THE MAYOR TO SIGN,
4	ON BEHALF OF THE CITY OF POMONA, AN AGREEMENT BETWEEN THE CITY OF
5	POMONA AND CASHION-HORIE, ARCHITECTS, A.I.A.
6	, DATEDJune 30, 19_69
7	BE IT RESOLVED by the Council of the City of Pomona as
8	follows:
9	SECTION 1. The Mayor of the City of Pomona is hereby
10	authorized to sign, on behalf of the City of Pomona, an agreement
11	between the City of Pomona and CASHION-HORIE, ARCHITECTS, A.I.A.
i2	· · · · · · · · · · · · · · · · · · ·
13	datedJune 30, 1969. A copy of this agreement is
14	attached hereto, marked "Exhibit A", and by reference made a part
.15	hereof.
16	SECTION 2. The City Clerk is directed to attest the
17	execution of this agreement.
18	SECTION 3. The Clerk shall certify to the passage and
19	adoption of this resolution, and it shall thereupon take effect and
20	be in force.
21	APPROVED AND PASSED this 30th day of,
22	19 <u>69</u> .
23	ATTEST: THE CLAT OF POMONA
24	Moman By Cukur h I suan
25	Ci'ty Clerk Mayor
26	APPROVED AS TO FORM:
27	Rohall Standan
28	ROBERT C. GUSTAVESON
29	CITY ATTORNEY
30	ВҮ
31	Deputy City Attorney
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I hereby certify that the foregoing Resolution was passed and adopted by the City Council of the City of Pomona, and signed by the Mayor of said City at regular meeting of said Council held on the 30th day of ื่อ Councilmon Livermore, Wright, Bryant, Herrera, AYES : . (Mayor) Lawing NOES : **.**9 ABSENT : City Clerk



CITY ADMINISTRATOR

CITY HALL, POMONA, CALIFORNIA 91769

June 27, 1969

TO: Honorable Mayor and City Council

FROM: F. W. Sharp, City Administrator

SUBJECT: Urban Beautification Grant

Gentlemen:

In April of 1968, the City Council authorized application to the U.S. Department of Housing and Urban Development for an Urban Beautification Grant to assist us in our park, landscaping and beautification projects. Our application indicated our desired activities for 1968-69 to be:

Ganesha Park - landscaping, sprinkler system,	\$153 , 000
restroom	
Kellogg Park - landscaping, sprinkler system,	32,200
restroom	
King (formerly Lexington) Park - landscaping,	38,000
picnic area, walks, fencing	
Harrison Park - landscaping, picnic area,	32,200
walks, fencing	
Palomares Park - bowling green	19,600
Garfield Park - sprinkler system	6,900
Street Tree Purchases	4,000
Towne Avenue Median - irrigation and	21,000
landscaping (our share)	
	· 1
TOTAL	\$306 , 900
(Detailed Cost Breakdown is attached)	

The Urban Beautification Program allows reimbursement of 50% of our eligible expenses above our base cost of normal city expenditures. The Assistant City Administrator met with HUD officials in San Francisco last month at which they determined our grant computations to be:

Total activities eligible (Eliminate Harrison, Palomares, Garfield)	\$248,200		
Base Cost Increment	60,673 \$187,527		
Inspection Fee Subtotal	$\frac{1,187}{\$188,714}$		
	φ100,114		

Federal Grant (not to exceed 50%)

\$ 70,185

Honorable Mayor and City Council June 27, 1969

Page Two

The grant was established at \$70,185, the highest amount allowable under per capita limitations (\$45,000 plus \$0.70 per capita above \$50,000). Since the Ganesha Park, Street Tree and Towne Avenue projects were already funded, the grant money must be used for the two construction projects on Kellogg and King Parks, which are estimated to cost a total of \$70,200. It must be made very clear that no part of these funds may be used for administrative costs, major buildings, land acquisition or maintenance and operation.

We were notified by phone on Tuesday, June 24 of approval of our grant request. A written notice arrived Thursday, June 26. This late approval, while welcome, puts extreme pressure on the City to meet the HUD requirement of commencing before the end of Fiscal Year 1968-69. The City must execute "a contract or order to proceed, directing the expenditure of funds for the activity," by midnight, Monday, June 30, 1969.

After conferring with the City Attorney, Park and Finance Departments, the Administrative Office has determined the only feasible method of constructing the grant projects is by force account. We will utilize Park Department permanent employees for supervision and crafts and hire temporary employees for construction work. Materials and supplies will be purchased under normal purchasing procedures. Curb and concrete work can be done under our "openend" contract through the Engineering Department.

For precise design and building drawings we recommend Cashion - Horie, Architects, who prepared the master plans on both Kellogg and King Parks under agreement dated January 6, 1969. (Copy attached) Under Section 6 of that agreement, the architects will prepare remaining plans and specifications for the standard 8% fee, but credit the City for costs incurred on master plan agreement. The architect would prepare plans for restroom-storage building, walks, lights, sign, gazebo and park area. Our Park Designer will prepare all irrigation and sprinkler system plans.

Since this is a reimbursement program, the City will have to expend the funds and then be paid back. This is quite similar to the procedure developed on the Ganesha Park project with the State. To assure that we meet all HUD requirements we should appropriate funds this fiscal year for reimbursement in 1969-70. With partial payments possible, the City's out-of-pocket should be kept within our current resources.

We regret that this action is required in such a short time, but this opportunity must be taken now or be lost forever. If we do the job right this year, we should be able to get other urban beautification grants in future years. Honorable Mayor and City Council June 27, 1969

Page Three

RECOMMENDATION

That the City Council accept the Urban Beautification Grant and direct by resolution that work be commenced under force account as outlined above;

That Cashion - Horie be designated as architects on the project under terms of our January 6, 1969 agreement;

That the Director of Finance be directed to establish the necessary accounting records to assure compliance with all HUD-UBG regulations; and

That the City Council appropriate \$70,185 from the Park Fund Unappropriated Reserve to a separate account for Urban Beautification Grant created by the Director of Finance.

Respectfully submitted,

F. W. SHARP City Administrator

FWS:bi

Enclosures

DETAILED COST BREAKDOWN

PROPOSED ACTIVITIES

City of Pomona 1968-69

	Ganesha	Park	\$ 153,000	
		Completed contract \$128,000 Restroom 19,000 Design and Contingency 6,000		
	Kellogg	Park	\$ 32,200	
		Automatic Sprinkler System\$ 4,000Landscaping3,000Picnic and Apparatus Area.3,000Walks500RestroomStorage Building14,000Area Lighting1,500Parking Lot2,000Design and Contingency4,200		
	King Par	k (formerly Lexington)	\$ 38,000	
		Landscaping\$ 10,000Picnic Area5,000Walks2,000Field and Court Areas5,000Area Lighting3,000Fencing6,000Parking Lot and Roadways5,000Design and Contingency2,000		
	Harrison	Park	\$ 32,200	
		Landscaping\$ 5,000Picnic Area5,000Walks2,000Grading5,000Fencing6,000Area Lighting3,000Parking and Roadways5,000Design and Contingency1,200	• • •	
	Palomare	s Park	\$ 19,600	
·		Bowling Green \$ 17,000 Design and Contingency 2,600		
	Street T	ree Purchases (throughout city)	\$ 4,000	
	Towne Av	enue (landscaped median on four-lane widening between Foothill Boulevard and Bonita Avenue)	\$ 21,000	

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<u>ARCHITECT</u> AGREEMENT

 THIS AGREEMENT, made this <u>30thday of June</u>, 1969.
 by and between the CITY OF POMONA, a municipal corporation, hereinafter referred to as "Owner", and <u>CASHION-HORIE, ARCHITECTS, A.I.A.</u>
 <u>720 North Park Avenue, Pomona, California</u> hereinafter called the
 "Architect".

WITNESSETH,

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7 WHEREAS, the Owner intends to have constructed sitework improve-8 ments and other facilities at Kellogg Park (as limited by HUD) 9 including, walkways, area lighting, public utility building, gazebo, 10 play area, drinking fountains, irrigation and planting. (2) Construct 11 sitework improvements at King Park (as limited by HUD) including 12picnic area, ballfield, walkways, area lighting, drinking fountains, 13 play areas, curb/gutter White Avenue, parking lot, called the 14 "Project".

NOW, THEREFORE, the Owner and the Architect, for the consideration hereinafter set forth, agree as follows:

17 ARTICLE 1. THE ARCHITECT AGREES TO PROVIDE PROFESSIONAL
18 SERVICES FOR THE PROJECT AS HEREINAFTER SET FORTH.

19ARTICLE 2. THE OWNER AGREES TO PAY THE ARCHITECT AS COMPEN-20SATION FOR HIS SERVICES:

21 2.1 For his basic services, including necessary structural, 22 electrical, mechanical engineering, and overseeing of the work, 23 seven percent (7%) of the Project construction cost of the subject 24 building Project, based on the entire work being done under a con-25 tract with a general contractor, but if done for any reason by City 26 employees, the fee for the basic services shall be at the rate of 27 seven percent (7%) of the Project construction cost based upon 28 cost to the City paid to employees who work on the Project plus the 29 cost of materials used. The City Finance Director shall calculate 30 these figures based upon his records.

31 2.2 For Additional Services defined in Article 4 hereinafter, 32 Two and one-half $(2\frac{1}{2})$ times the Direct Personnel Expense as

EXHIBIT

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1	defined in Article 7.1 hereinafter. In computing Direct Personnel
2	Expense, principal's time shall be computed at <u>\$10.00</u> per hour and
3	employees' time shall be at their regular rate of pay plus normal
4	benefits.
5	2.3 Reimbursable expense as defined in Article 7.2 hereinafter
6	to the amount expended.
7	ARTICLE 3. ARCHITECT'S BASIC SERVICES:
8	3.1 Schematic Design Phase.
ç	3.1.1 The Architect shall consult with the Owner to ascertain
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the requirements of the Project and shall confirm such requirements to the Owner.

3.1.2 He shall prepare schematic design studies leading to a recommended solution together with a general description of the Project for approval by the Owner.

3.1.3 He shall submit to the Owner a Statement of Probable Project Construction Cost based on a current area, volume or other unit costs.

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3.2 Design Development Phase.

3.2.1 The Architect shall prepare from the approved Schematic Design Studies, the Design Development Documents consisting of plans, elevations and other drawings, and outline specifications to fix and illustrate the size and character of the entire Project in its essentials as to kinds of materials, type of structure, mechanical and electrical systems and such other work as may be required.

3.2.2 He shall submit to the Owner a further Statement of Probable Project Construction cost.

3.3 Construction Documents Phase.

3.3.1 The Architect shall prepare from the approved Design Development Documents, Working Drawings and Specifications setting forth in detail the work required for the architectural, structural mechanical, electrical, service-connected equipment, and site work, and the necessary bidding information, General Conditions of the Contract, and Supplementary General Conditions of the Contract and shall assist in the drafting of Proposal and Contract Forms.

3.3.2 He shall keep the Owner informed of any adjustments to previous Statements of Probable Project Construction Cost indicated by changes in scope, requirements or market conditions.

3.3.3 He shall be responsible for filing the required documents to secure approval of governmental authorities having jurisdiction over the design of the Project.

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3.4 Construction Phase-General Administration of Construction Contracts.

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3.4.1 The Architect shall assist the Owner in obtaining proposals from Contractors and in awarding and preparing constructtion contracts.

3.4.2 To the extent provided by the contract between the Owner and the Contractor, he shall make decisions on all claims of the Owner and Contractor and on all other matters relating to the execution and progress of the work or the interpretation of the Contract Documents. He shall check and approve samples, schedules, shop drawings and other submissions only for conformance with the design concept of the Project and for compliance with the information given by the Contract Documents, prepare change orders and assemble written guarantées required of the Contractors.

15 3.4.3 He will make periodic visits to the site to familiarize 16 himself generally with the progress and quality of the work and to determine in general if the work is proceeding in accordance with 18 the Contract Documents. He will not be required to make exhaustive 19 or continuous on-site inspections to check the quality or quantity of the work and he will not be responsible for the Contractors' failure to carry out the construction work in accordance with the Contract Documents. During such visits and on the basis of his observations while at the site, he will keep the Owner informed of the progress of the work, will endeavor to guard the Owner against defects and deficiencies in the work of Contractors, and he may condemn work as failing to conform to the Contract Documents. Based on such observations and the Contractors' Applications for Payment, he will determine the amount owing to the Contractor and will issue Certificates for Payment in such amounts. These Certificates will constitute a representation to the Owner, based on such observations and the data comprising the Application for Payment, that the work has progressed to the point indicated. By issuing a Certificate

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for Payment, the Architect will also represent to the Owner that, to the best of his knowledge, information and belief based on what his observations have revealed, the quality of the work is in accordance with the Contract Documents. He will conduct inspections to determine the dates of substantial and final completion and issue a final Certificate for Payment.

3.4.4 If more extensive representation at the site is required, the conditions under which such representation shall be furnished and a Project Representative selected, employed and 10 directed, shall be agreed to by the Owner and the Architect and 11 set forth in an exhibit to this Agreement.

ARTICLE 4. ARCHITECT'S ADDITIONAL SERVICES:

The following services cause the Architect extra expense. If any of these services are authorized by the Owner, they shall be paid for by the Owner as a Multiple of Direct Personnel Expense:

16 4.1 Making planning surveys and special analyses of the 17 Owner's needs to clarify requirements of the Project.

4.2 Making measured drawings of existing construction when required for planning additions or alterations thereto.

Revising previously approved drawings or specifications 4.3 to accomplish changes.

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4.4 , Providing Semi-Detailed or Detailed Cost Estimates.

Preparing documents for Alternate Bids and Change Orders, 4.5 or for supplemental work initiated after commencement of the construction phase.

4.6 Consultation concerning replacement of any work damaged by fire or other cause during construction and furnishing professional services of the types set forth in Article 3 above as may be required in connection with the replacement of such work.

30 4.7 Arranging for the work to proceed should the contractor 31 default due to delinguency or insolvency.

4.8 Providing prolonged contract administration and observation

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of construction should the construction contract time be exceeded by more than 25% due to no fault of the Architect.

4.9 Preparing as-built drawings showing construction changes in the work and final locations of mechanical service lines and outlets on the basis of data furnished by the Contractor.

4.10 Making an inspection of the Project prior to expiration of the guarantee period and reporting observed descrepancies under guarantees provided by the construction contracts.

ARTICLE 5. THE OWNER'S RESPONSIBILITIES:

5.1 The Owner shall provide full information as to his requirements for the Project.

5.2 He shall designate, when necessary, representatives authorized to act in his behalf. He shall examine documents submitted by the Architect and render decisions pertaining thereto promptly, to avoid unreasonable delay in the progress of the Architect's work. He shall observe the procedure of issuing orders to contractors only through the Architect.

5.3 He shall furnish or direct the Architect to obtain at the Owner's expense a certified survey of the site, giving as required, grades and lines of streets, alleys, pavements, and adjoining property; rights of way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries, and contours of the building site; locations, dimensions, and complete data pertaining to existing buildings, other improvements and trees; full information as to available service and utility lines both public and private; and test borings and pits necessary for determining subsoil conditions.

5.4 He shall pay for structural, chemical, mechanical, soil mechanics or other tests and reports if required.

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ARTICLE 6. PROJECT CONSTRUCTION COST:

6.1 Project Construction Cost as herein referred to means the total cost of all work designed or specified by the Architect, but

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does not include any payments made to the Architect or consultants.

6.2 Project Construction Cost shall be based upon one of the following sources with precedence in the order listed:

6.2.1 Lowest acceptable bona fide Contractor's proposal received for any or all portions of the Project.

6.2.2 Semi-Detailed or Detailed Estimate of Project Construction Cost.

6.2.3 The Architect's latest statement of Probable Project Construction Cost based on current area, volume or other unit costs.

6.3 When labor or material is furnished by the Owner, the Project Construction Cost shall include such labor and material at current market cost.

ARTICLE 7. DIRECT AND REIMBURSABLE EXPENSE:

7.1 Direct Personnel Expense includes that of principals and employees engaged on the Project including architects, engineers, designers, job captains, draftsmen, specification writers, typists and Project Representatives, in consultation, research, designing, producing drawing, specifications and other documents pertaining to the Project, and services during construction at the Project site.

7.2 Reimbursable Expense includes actual expenditures made by the Architect in the interest of the Project for the following incidental expenses:

7.2.1 Expense of transportation and living of principals and employees when traveling in connection with the Project; long distance calls and telegrams; reproduction of drawings and specifications, excluding copies for Architect's office use and duplicate sets at each phase for the Owner's review and approval; and fees paid for securing approval of authorities having jurisdiction over the Project.

7.2.2 If authorized in advance by the Owner, the expense of Project Representative, overtime work requiring higher than regular rates, perspectives or models for the Owner's use.

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If their employment is authorized in advance by the 7.2.3 Owner, fees of special consultants, for other than the normal structural, mechanical and electrical engineering services.

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ARTICLE 8. PAYMENTS TO THE ARCHITECT:

8.1 Payments on account of the Architect's basic services shall be as follows:

8.1.1 A payment of 5 percent of the compensation for basic services, payable upon the execution of the Agreement, is the minimum payment under the Agreement.

8.1.2 Subsequent payments shall be made monthly in proportion to services performed to increase the compensation for basic services to the following percentages at the completion of each 12 13 phase of the work:

Schematic Design Phase..... 15% Design Development Phase..... 35% Construction Documents Phase..... 75% Receipt of Bids..... 80% Construction Phase 100%

19 8.2 Payments for Additional Services of the Architect as defined in Article 4 above, and for Reimbursable Expense as defined 20 in Article 7.2, shall be made monthly upon presentation of Archi-21 22 tect's detailed invoice.

23 8.3 No deduction shall be made from the Architect's compensa-24 tion on account of penalty, liquidated damages, or other sums with-25 held from payments to contractors.

If any work designed or specified by the Architect during 26 8.4 any phase of service is abandoned or suspended in whole or in part, the Architect is to be paid for the service performed on account of it prior to receipt of written notice from the Owner of such abandonment or suspension, together with reimbursements then due and any terminal expense resulting from abandonment or suspension for more than three months.

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ARTICLE 9. ARCHITECT'S ACCOUNTING RECORDS:

Records of the Architect's Direct Personnel, Consultant, and Reimbursable Expense pertaining to this Project and records of accounts between the Owner and Contractor shall be kept on a generally recognized accounting basis and shall be available to the Owner or his authorized representative at mutually convenient times.

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ARTICLE 10. SUCCESSORS AND ASSIGNS:

The Owner and the Architect each binds himself, his partners, successors, assigns and legal representatives to the other party to this Agreement and to the partners, successors, assigns and legal representatives of such other party in respect of all covenants of this Agreement. Neither the Owner nor the Architect shall assign, sublet or transfer his interest in this Agreement without the written consent of the other.

ARTICLE 11. ARBITRATION:

Arbitration of all questions in dispute under this Agreement shall be at the choice of either party and shall be in accordance 18 with the provisions, then obtaining, of the Standard Form of Arbitration Procedure of The American Institute of Architects. This Agreement shall be specifically enforceable under the prevailing arbitration law and judgment upon the award rendered may be entered in the court of the forum, state or federal, having The decisions of the arbitrators shall be a condijurisdiction. tion precedent to the right of any legal action.

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TERMINATION OF THIS AGREEMENT: ARTICLE 12.

The Owner may terminate this agreement at any time upon giving written notice to the Architect. Upon receiving such notice the Architect shall cease any further work upon the Project and shall only be entitled to compensation for work actually performed up to the time the notice is given. In calculating the amount of services actually performed at such time a determination shall be made of the

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percentage of the work completed, and the amount of extras, if any, The Owner, in any event, shall not be liable in damages performed. to the Architect on account of termination whether such termination If the parties cannot agree as to was with or without just cause. 4 the determination of the percentage of the work completed by the 5 Architect, such determination shall be made through arbitration as 6 provided in Article 11.

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ARTICLE 13. LABOR AND MATERIAL BOND:

The Architect shall, upon executing this agreement, obtain a 9 labor and material bond in an amount equal to the estimated 10 11 Architect fee based upon the estimated cost of the Project. The premium of said bond, however, shall be paid by the Owner, and the 12 13 Owner shall have the right to approve or disapprove the bonding company and the form of the bond. The bond shall not be released 14 15 until the project is completed and fully constructed, and until after a notice of completion has been filed and the statutory 16 17 period of time has run for the filing of liens.

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ARTICLE 14. TESTIMONY IN COURT:

19 If a dispute should arise between the Architect and the contractor as to whether or not the contractor has performed the con-20 21 tract according to the plans and specifications, the Architect 22 shall substantiate his opinion by testifying in Court if called 23 upon and present information to the Owner explaining in detail in 24 what manner the contractor has not properly complied with the plans 25 and specifications. This service of the Architect shall be considered an extra, and compensation shall be based upon the hourly 26 27 rate provided for extras by this agreement.

ARCHITECT'S RESPONSIBILITY IN DETERMINING PAYMENT 28 ARTICLE 15. 29 TO BE RELEASED TO CONTRACTOR:

30 In addition to the provision of Article 3, the Architect shall 31 be responsible if he should approve the release of payments to the contractor if the contractor has not performed the work in accordance 32

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1 with the contract, and reasonable inspections by the Architect would 2 disclose these defects.

ARTICLE 16. OWNERSHIP OF DOCUMENTS:

The drawings and specifications are to be the property of the Owner and not of the Architect, and may be used by the Owner for any purpose it may desire.

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ARTICLE 17. POSITION STATEMENT ON DESIGN AND PROCEDURE:

8 The Architect agrees to produce architectural and engineering 9 designs of high technical standards, and produce working drawings 10 and specifications that are clear, concise, thorough and accurate with all facets of the mechanical, electrical, structural and civil 11 12 engineering designs thoroughly coordinate between themselves and 13 with the architectural drawings, and that are in accord with sound economical contruction practices and within the authorized scope 14 15 and funds as mentioned elsewhere.

16 The Architect agrees to produce solutions that are, insofar as 17 possible, in accordance with the criteria established by the Owner. 18 The Owner shall be informed whenever it appears that criteria can-19 not be reasonably met within authorized scope and funds.

The Architect shall perform such redesign as required, in conformance with Article 6.2, to bring the project with the available monies without further expense to the Owner when bidding results establish that the proposed solutions exceed cost estimates more than ten percent (10%).

The Architect agrees to segregate his charges so that a proper allocation of department funds can be made, and to set up the same allocation for construction costs; all of these proposed segregations to be approved by the Owner.

The Owner will appoint representatives, knowledgeable of review actions made by the Owner, who will be available to the Architect for consultation at all times, including submissions at the variously specified stages of completion, the number of which 1 should be kept to a minimum.

The Owner will delineate in the scope of the work for the Project, the review procedures to be followed, and the responsible representatives will be clearly set forth.

5 The Owner and the Architect agree that time is of the essence 6 with this agreement. The Owner will not require, nor will the 7 Architect make irresponsible commitments. Nor will the Owner, due 8 to budget limitations or for other reasons, delay approval of sub-9 missions or require capricious studies to consume time.

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ARTICLE 18. MISCELLANEOUS:

In modification of Article 3.3.1, it is agreed that in preparing contract documents in connection with specifications for such project, Architect shall use the Owner's standard forms wherever possible and clear them with the Public Works Director and the City Attorney.

16 It is also agreed that Article 4.3 shall not be construed in 17 any manner as to require the Owner to pay for any additional fee 18 to the Architect on account of any mistake made by the Architect.

Despite the language in Article 4.4, it is expressly agreed that the Architect shall give an estimate for the Project as a whole, but that if the Owner should require a detailed estimate of each component part, only then shall the fee provisions of such article apply.

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CREDIT TO OWNER FOR PREVIOUS FEES CONTRACTED: ARTICLE 19. Pursuant to a previous agreement between Owner and Architect, wherein the Architect agreed to do certain preliminary planning for the two parks, subject of this agreement, Architect shall credit Owner toward the fees herein so the total fee for both contracts shall not exceed eight (8%) percent of the Project cost, and there-fore, in any event, Architect shall receive not more than: a total of <u>eight</u> (8%) percent of the total project cost for both his work under this agreement and under any previous agreements for its work in connection with the parks subject of this agreement.

