

STATE OF ALABAMA)
COUNTY OF BALDWIN)

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement for Professional Services ("Agreement") is made and entered into by and between the Baldwin County Commission, the governing body of Baldwin County, Alabama (hereinafter collectively referred to as "COMMISSION"), and McCollough Architecture, Inc. (hereinafter referred to as "PROVIDER").

WHEREAS, the COMMISSION desires to engage the services of PROVIDER subject to the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the premises and the mutual covenants contained herein, the sufficiency of which is hereby acknowledged, PROVIDER and COMMISSION do hereby agree as follows:

I. Definitions. The following terms shall have the following meanings:

A. COMMISSION: The Baldwin County Commission, the governing body of Baldwin County, Alabama.

B. COUNTY: Baldwin County, Alabama.

C. PROVIDER: McCullough Architecture, Inc.

II. Obligations Generally. The COMMISSION hereby retains, and the PROVIDER agrees to perform for the COMMISSION, those professional services as hereinafter set forth and attached. This document shall serve as the binding agreement for the services of PROVIDER. PROVIDER shall immediately commence the performance of the professional services outlined herein upon full execution of this Agreement. All work shall be commenced and completed in a timely manner as, herein set out.

III. Recitals Included. The above recitals and statements are incorporated as part of this Agreement and shall have the effect and enforceability as all other provisions herein.

IV. Professional Qualifications. For the purpose of this Agreement, the PROVIDER represents and warrants to the COMMISSION that it possesses the specific professional and technical qualifications, experience and training necessary to provide the professional services required herein.

V. No Prohibited Exclusive Franchise. The COMMISSION neither perceives nor intends by this Agreement a granting of an exclusive franchise or violation of Art. I, Section 22 of the Alabama Constitution. _

VI. Representation/Warranty of Certifications, Etc. PROVIDER represents and warrants that PROVIDER is presently certified, licensed and otherwise permitted under all necessary and

applicable laws and regulations to perform the services herein, and that PROVIDER shall renew, maintain, and otherwise ensure that all such certifications, licenses, and permits are current and valid, without interruption, for and through completion of the services. The representation and warranty aforesaid is a material inducement to the COMMISSION in entering this Contract, and the parties agree that the breach thereof shall be deemed material at the COMMISSION's option.

VII. Legal Compliance. PROVIDER shall at all times comply with all applicable Federal, State, local and municipal laws and regulations.

VIII. Independent Contractor. PROVIDER acknowledges that it is an independent contractor, and PROVIDER shall at all times remain as such in performing the services under this Agreement. PROVIDER is not an employee, servant, partner, or agent of the COMMISSION and has no authority, whether express or implied, to contract for or bind the COMMISSION in any manner. The parties agree that PROVIDER shall be solely responsible for and shall have full and unqualified control over developing and implementing its own means and methods, as it deems necessary and appropriate, in providing the services hereunder, and that the COMMISSION'S interests herein are expressly limited to the results of said services. PROVIDER is not entitled to unemployment insurance benefits, and PROVIDER is responsible for and obligated to pay any and all federal and state income tax on any monies paid pursuant to this Agreement.

IX. No Agency Created. It is neither the express nor the implied intent of PROVIDER or COMMISSION to create an agency relationship pursuant to this Agreement. Therefore, the PROVIDER does not in any manner act on behalf of COMMISSION, and the creation of such a relationship is prohibited and void.

X. Entire Agreement. This Agreement, together with the exhibits hereto, represents the entire and integrated agreement between the COMMISSION and PROVIDER and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument signed by all parties.

XI. Failure to Strictly Enforce Performance. The failure of the COMMISSION to insist upon the strict performance of any of the terms, covenants, agreements and conditions of this Agreement shall not constitute and shall never be asserted by PROVIDER as constituting, a default or be construed as a waiver or relinquishment of the right of the COMMISSION to thereafter enforce any such term, covenant, agreement, or condition, but the same shall continue in full force and effect.

XI. Assignment. This Agreement or any interest herein shall not be assigned, transferred, or otherwise encumbered by PROVIDER without the prior written consent of the COMMISSION, which may be withheld or granted in the sole discretion of the COMMISSION.

XIII. Ownership of Documents/Work. The COMMISSION shall be the owner of all copyright or other intellectual property rights in videos, compact discs, DVDs, reports, documents, and deliverables produced and paid for under this Agreement, and to the extent permitted by Alabama law, any such material may be reproduced and reused at the discretion of the

COMMISSION without payment of further consideration. PROVIDER shall not transfer, disclose, or otherwise use such information for any purpose other than in the performance of the services hereunder, without the COMMISSION's prior written consent, which may be withheld or granted in the sole discretion of the COMMISSION.

XIV. Notice. Notice required herein shall be in writing, and said notice shall be deemed effective when received at the following addresses:

PROVIDER: McCollough Architecture, Inc.
P.O. Box 6310
Gulf Shores, Alabama 36547

COMMISSION: Baldwin County Commission
c/o Chairman
312 Courthouse Square, Suite 12
Bay Minette, Alabama 36507

XV. Services to be Rendered. PROVIDER is retained by the COMMISSION as a professionally qualified architect. The general scope of work for the services will encompass:

A. Scope of Work

i. Highlighted Program: PROVIDER shall generally be responsible for Construction Administration and Bidding for the Scope of Work set forth herein and attached hereto as Exhibit A.

ii. Services and Compensation: PROVIDER agrees to provide a life-safety plan and limited interior renovation details found in Exhibit A. PROVIDER's fee for this work will be a lump-sum of \$8,600.00 to be broken down in the following Phases of Work:

- Project Manual – Lump Sum \$3,500.00 (20 days)- PROVIDER agrees to provide a construction project manual with written document that provide construction information on this project for the contractor to use
- Bidding Negotiations – Lump Sum \$1,500.00 (21 days)- PROVIDER agrees to prepare proper bid documents (including the agendas, sign-in sheets, bid tabulation, pre-bid question log, correspondence notifying lowest bidder and award of bid, etc.) and host the pre-bid meeting and bid opening for the Owner. PROVIDER will also answer any request for information from contractors during this bidding phase of work and provide addendums as needed to the contractors and owners. Please note the COMMISSION will be responsible to submit the Ad for Bids to the newspapers or media of choice to advertise the bid
- Construction Administration – Lump sum \$3,600.00 (\$1,200.00 billed month based on a 3-month construction phase) Pending satisfactory

completion of Construction Documents, and upon notification of the COMMISSION, the COMMISSION may authorize the PROVIDER to proceed with Construction Administration. This phase includes bi-monthly PROVIDER-COMMISSION meetings, field reports, review and coordination of submittals, request for information, and pay applications.

iii. Additional Services. Should the COMMISSION request or require additional work or services beyond the scope of this agreement, the following hourly rates will apply:

- Architect (Principal) - \$250.00/hour
- Structural Engineer - \$250.00/hour
- Landscape Architect - \$225.00/hour
- CAD Technician - \$120.00/hour
- Clerical - \$90.00/hour.

PROVIDER shall properly notify the COMMISSION that additional services are required prior to proceeding with the additional work. Additional services include, but is not limited to the following:

(1) Revising or modifying documents when the revisions are inconsistent with approvals or instructions previously given by COMMISSION

(2) Developing "Bid Documents" for bidding of the project are not included in this proposal but can be provided under separate scope

(3) Revising work due to changes required as a result of the COMMISSION not making decisions in a timely manner

(4) Additional Construction Site Visits not provided for in the PROVIDER's basic scope of work and as requested by the Commission during construction shall be \$250.00 per visit

(5) Interior Design Services (color selections, furnishings, finishes, product selection, etc.) as requested by the COMMISSION

(6) Engineering services are not included in this proposal as the Baldwin County Building Department deemed them unnecessary for the limited scope of work. If needed, these will be an additional service

(7) IT and Security layout is not included in this proposal. It will be up to the Owner to bring in consultants or subs if desired to provide input for these items

(8) Printing Drawings are not included in PROVIDER's fee. PROVIDER can print one set of 11x17 set of drawings for the COMMISSION, but large format sets will need to be printed by a Print Company of your choice at the COMMISSION or Contractor's expense

(9) Submitting for a permit along with all of the permit fees associated with this project.

B. PROVIDER is responsible for the professional quality, technical accuracy, timely completion, and coordination of all services furnished by or in relation to this Agreement.

C. PROVIDER represents and warrants that its services shall be performed within the limits and standards provided by the COMMISSION, in a manner consistent with the level of care and skill ordinarily exercised by similar providers under similar circumstances at the time the services are performed, and more particularly in a manner consistent with the level of care and skill which PROVIDER has exercised in the provision of these services heretofore.

XVI. General Responsibilities of the COMMISSION.

A. The COMMISSION shall provide reasonable notice to PROVIDER whenever the COMMISSION observes or otherwise actually becomes aware of any development that affects the scope or time of PROVIDER's services hereunder or any defect or nonconformance in the work of PROVIDER.

B. The COMMISSION shall pay to PROVIDER the compensation subject to the terms set out herein.

XVII. Compensation at Termination. In the event of termination, the COMMISSION shall pay PROVIDER for all services which the COMMISSION in its sole discretion determines have been satisfactorily rendered, and for any expenses deemed by COMMISSION to be reimbursable expense incurred pursuant to this Agreement and prior to the date of termination.

XVIII. Compensation Limited. The compensation to be paid to the PROVIDER shall be full compensation for all work performed by the PROVIDER under this Agreement. Any and all additional expenditures or expenses of PROVIDER, not listed in full within this Agreement, shall not be considered as a part of this Agreement and shall not be demanded by PROVIDER or paid by COMMISSION.

XIX. Compensation. Compensation to PROVIDER for work shall be paid pursuant to the terms, prices, and amounts set out in Section XV of this Agreement, subject to the provision in the event of early termination set out in Section XVII of this Agreement. Said compensation shall be all-inclusive, including without limitation, reimbursement of all costs, incidentals, and operating expenses associated with those directly engaged in the performance of the requested services.

XX. Method of Payment. PROVIDER shall submit invoices to the COMMISSION for payment for work performed. Each invoice shall be accompanied by a detailed account of the compensation to be paid to the PROVIDER and the completed provision of services on which it is based. Payment shall be made by the COMMISSION within thirty (30) days of the approval by the Commission of the invoice submitted by the PROVIDER. The COMMISSION agrees to review invoices submitted for payment in a timely manner.

XXI. Termination. This Agreement may be terminated by either party for cause or convenience upon seven (7) days written notice pursuant to Section XIV herein. Nothing herein stated shall prohibit the parties from otherwise terminating this Contract according to the provisions herein.

XXIII. Indemnification. To the fullest extent allowed by law, PROVIDER shall indemnify, defend and hold COMMISSION and its Commissioners, affiliates, employees, agents, representatives, contractors, subcontractors, licensees, and invitees (collectively herein, "COMMISSION") harmless from and against any and all claims, demands, liabilities, damages, losses, judgments and costs, and expenses including, without limitation, attorneys' fees, for any and all personal injury (including death), property damage or any other damage or injury of any kind or nature whatsoever, incurred by, asserted against, or imposed upon COMMISSION, arising from or related to this Agreement or the services to be provided hereunder.

XXV. Governing Law. This Agreement and all aspects thereof, including without limitation any and all claims or actions arising therefrom or based thereon, shall be governed by the laws of the State of Alabama, without regard to Alabama conflict of law principles.

XXVI. Insurance. Prior to performing services pursuant to this Agreement, PROVIDER shall carry, with insurers satisfactory to the COMMISSION, throughout the term of this Agreement, the following: Commercial General Liability Insurance, including all contractual liability hereunder, with limits not less than \$1,000,000, combined single limit, for both bodily injury liability and property damage liability each occurrence; *All liability insurance shall name the County Commission as an additional insured.* Prior to commencing operations hereunder, a Certificate of Insurance evidencing such coverage, satisfactory to COMMISSION, shall be furnished to COMMISSION, which shall specifically state that such insurance shall provide for at least a thirty (30) day notice to COMMISSION in the event of cancellation, termination or any change in such insurance policies. The worker's compensation certificate shall bear an endorsement evidencing a waiver of the right of subrogation against the COMMISSION and Commission Representatives. Should PROVIDER fail to furnish current evidence upon demand of any insurance required hereunder, or in the event of cancellation, termination or change in any such insurance, COMMISSION may, at its option, suspend this Agreement until insurance is obtained, terminate this Agreement immediately without further action, or hold PROVIDER in material default and pursue any and all remedies available.

XXVII. Mandatory Forum Selection. Any dispute arising under, relating to, or in connection with this Agreement shall be subject to the exclusive jurisdiction and venue of the Circuit Court of Baldwin County, Alabama. This provision is intended to be a mandatory forum selection clause and shall be governed by and interpreted consistently with Alabama law.

XXVIII. No Third-Party Beneficiaries. Unless explicitly stated otherwise elsewhere in this Contract, no Person other than the COMMISSION and the PROVIDER has any rights or remedies under this Contract.

XXIX. Severability. If any part or parts of this Agreement shall be held unenforceable for any reason, the remainder of this Agreement shall continue in full force and effect. If any provision of this Agreement is deemed invalid or unenforceable by any court competent jurisdiction, and if

limiting such provision would make the provision valid, then such provision shall be deemed to be construed as so limited.

XXX. Construction. The parties agree that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement or any amendments hereto.

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the last day of execution by the COMMISSION as written below.

“COMMISSION”:

BALDWIN COUNTY COMMISSION

ATTEST:

James E. Ball Date
Chairman

Roger Rendleman Date
County Administrator

STATE OF ALABAMA)
COUNTY OF BALDWIN)

I, _____ Notary Public in and for said County, in said State, hereby certify that, James E. Ball, whose name as Chairman of Baldwin County Commission, and Roger H. Rendleman, whose name as County Administrator of the Baldwin County Commission, whose names are signed to the foregoing instrument and who are known to me, acknowledged before me on this day that, being informed of the contents of the instrument, they, as such officers and with full authority, executed the same voluntarily for and as the act of said Baldwin County Commission.

Given under my hand and seal, this the ____ day of _____, 2025

Notary Public
My Commission Expires

"PROVIDER":

McCollough Architecture, Inc.

[Signature]

By: STED MCCOLLOUGH

Its: PRESIDENT

Date: 11/20/25

STATE OF Alabama)
COUNTY OF Baldwin)

I, Jade J. Hubbard, a Notary Public in and for said County and State, hereby certify that Sted McCollough as President of McCollough Architecture, Inc., whose name is signed to the foregoing instrument and who is known to me, acknowledged before me on this day that being informed of the contents of the instrument, he, as such officer and with full authority, executed the same voluntarily for and as the act of said entity.

GIVEN under my hand and seal on this the 21st day of November, 2025.

Jade J. Hubbard

Notary Public

Commission Expires: 10/5/2026

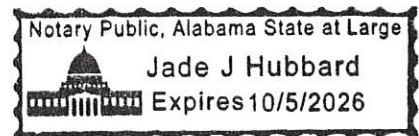
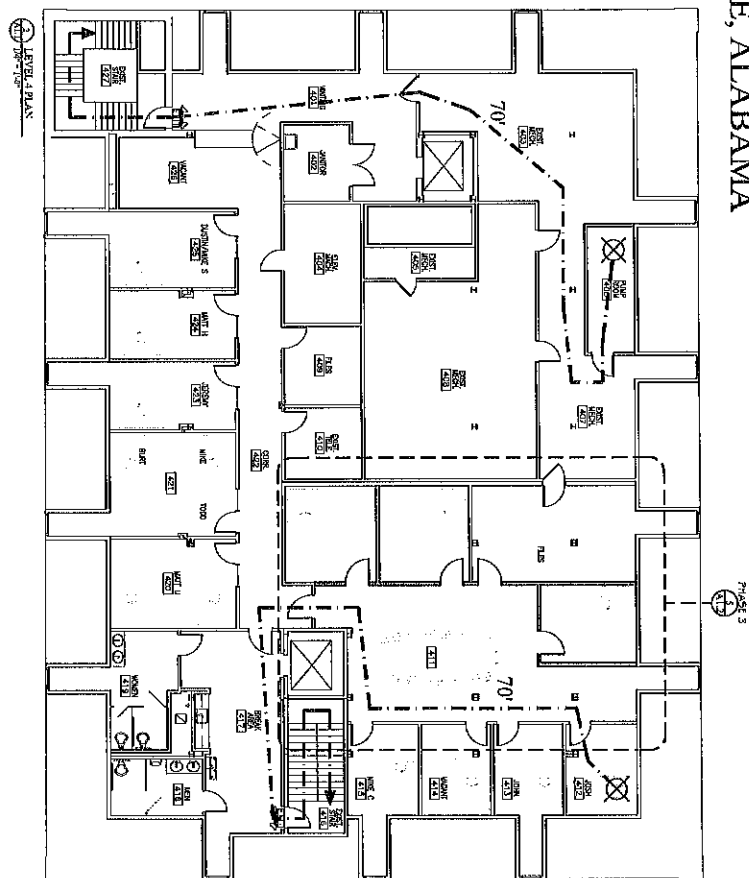


Exhibit A



SCOPE OF WORK SUMMARY

THE PROJECT INCLUDES EXISTING EXISTING SPACES WITHIN THE CENTRAL GARDEN AND D. THESE UPDATES ARE TO AESTHETICALLY MATCH THE EXISTING MATERIALS AND CONSTRUCTION.

WORK INCLUDES:

1. REMOVAL OF EXISTING NON-LOAD BEARING WALLS.
2. REMOVAL AND REBUILDING OF EXISTING GALLERIES/STAIRS.
3. RECONSTRUCTION OF EXISTING WALLS TO STRUCTURE ABOVE.
4. RECONSTRUCT ALL EXISTING CEILING AND FLOORING CHANGES WITH DOWEL.
5. MAINTAINING AIR EXISTING THE FLOOR SEPARATIONS.
6. REPAIRING EXISTING ALL EXISTING SURFACES PER OWNER DIRECTION.
7. ALL COLORED PER OWNER DIRECTION.
8. REPAIRING EXISTING ALL EXISTING LIFTING.
9. NOTE FINISHING AS SHOWN ON PLANS ABOVE. CONSTRUCTION TO OCCUR IN PHASING ORDER.



McCOLLOUGH
ARCHITECTURE, INC.
400 N. 10TH AVE., SUITE 200
PHOENIX, ARIZONA 85003



PHASE 1, 2 & 3 RENOVATION
FOR
CENTRAL BALDWIN ANNEX II
ROBERTSDALE, ALABAMA

JOB NO.:
DRAWN: CLT
CHECKED: SBM
DATE: 2023.01.02
REVISION:

SCALE: 1/4" = 1'-0"
SHEET NO.:
ENLARGED PLANS

A1.2

