

FOR REFERENCE ONLY. THIS FORM WILL BE COMPLETED ELECTRONICALLY. DO NOT SUBMIT ON PAPER.
CONTACT THE UA PROJECT MANAGER WITH QUESTIONS.

STATE OF ALABAMA
TUSCALOOSA COUNTY

AGREEMENT BETWEEN OWNER AND [PROFESSIONAL SERVICE PROVIDER]

- 1 **DATE of this AGREEMENT:** _____
- 2 **UA PROJECT NAME:** _____
- 3 **UA PROJECT NUMBER:** _____
- 4 **OWNER:** The Board of Trustees of The University of Alabama
Box 870186
Tuscaloosa, Alabama 35487-0186
- 5 **SERVICE PROVIDER:**
Name of Company: _____
Contact Name (Primary): _____ Title: _____
Address: _____
City: _____ State: _____ Zip Code: _____
- 6 **DESCRIPTION OF SERVICES:**
(Begin entering text here)

7 **COMPLETION SCHEDULE: [PROFESSIONAL SERVICE PROVIDER]** shall complete the services detailed above and deliver its final report to the Owner on or before: _____

8 **STANDARD ARTICLES:**

By reference, the "Standard Articles of Agreement Between the Owner and Professional Service Provider" dated June 30, 2021 are incorporated herein as the terms, conditions, and requirements of this Agreement, subject only to such modifications or supplementation of the "Standard Articles" as may be stated herein or in the Special Provisions below.

9 **SPECIAL PROVISIONS (Appendix A, If Applicable):**

- Appendix A - Special Provisions (Check box if included)
- N/A

10 **TOTAL FEE (as calculated below):**

Any adjustment shall be governed by the Standard Articles. If any portion of the fee is a not-to-exceed fee, please refer to the attached rate schedule.

A. The Basic Fee

The Basic Fee for services rendered shall be (choose one):

- (1) A Lump Sum Fee of: \$ _____
- (2) An Hourly Fee with a Not-to-Exceed Cap of: \$ _____

B. Additional Services

Additional Services consist of work that is above and beyond the basic services described in Section 6 of this Agreement.

DESCRIPTION NTE Lump Sum \$ _____

DESCRIPTION NTE Lump Sum \$ _____

DESCRIPTION NTE Lump Sum \$ _____

Total Additional Services: \$ _____

C. Reimbursable Expenses

Reimbursable Expenses shall include lump sums or allowances for any Owner agreed to expenses that are eligible for reimbursement (subject to the Standard Articles).

DESCRIPTION NTE Lump Sum \$ _____

DESCRIPTION NTE Lump Sum \$ _____

DESCRIPTION NTE Lump Sum \$ _____

Total Reimbursable Expenses: \$ _____

D. Credits

Credits consist of discounts to the basic fee for previous work under separate contract, services performed in-house by UA, etc.

DESCRIPTION **Total Credit(s)** \$ _____

TOTAL FEE: (Total of A. Basic Fee, B. Additional Services, C. Reimbursable Services, and D. Credits): \$ _____

11 **The Owner and the Service Provider hereby agree to the full performance of the covenants contained herein.**

12 **CONTRACTING PARTIES**

SERVICE PROVIDER:

By: _____

OWNER:

The Board of Trustees of The University of Alabama

By: _____

Cheryl Mowdy,
Assistant Vice President for Finance and Operations
The University of Alabama, Tuscaloosa

Appendices:

Appendix A:

Attachments:

Attachment A: Vendor Disclosure Statement

Attachment B: Certificates of Insurances

[Standard Articles of the Professional Service Provider Agreement](#)

APPENDIX A

AGREEMENT BETWEEN OWNER AND [PROFESSIONAL SERVICE PROVIDER]

SPECIAL PROVISIONS:

Please include all special provisions to Agreement below:

Electronic Form