

Recreation Services Contract
City of Waukesha – IKI INC.

This Contract is entered into by and between the City of Waukesha and its Parks, Recreation and Forestry Department, 1900 Aviation Drive, Waukesha, Wisconsin 53188, referred to herein as the City; IKI INC. referred to herein as Provider. City and Provider together are referred to herein as the Parties.

Recitals

Provider wishes to provide certain recreation services that are directed at, and adapted to, individuals that are within the scope of the mission of their organization. These services also fall within the general goal of the City to provide recreational activities to all citizens of the City.

The City is willing to provide facilities for Provider to carry out its recreation service activities, and Provider is willing to use those facilities for such services.

Therefore, the Parties agree and contract as follows:

1. **General Terms.** The City will make space available to Provider, for Provider to carry out its recreation service activities, referred to herein as the Services, subject to all of the terms and conditions of this Contract. The City will have no obligations other than those specifically assumed by the City in this Contract. Provider is an independent contractor, and is solely responsible, at its sole expense, for the conduct of the Services.
2. **Premises.** The City shall designate the Premises within which the Provider will provide its Services. All services to be performed by Provider shall take place within the designated Premises. Provider acknowledges that it has inspected the Premises, is aware of its condition, has found the Premises suitable for the conduct of the Services, and accepts the Premises as-is. The Premises are specifically identified on Schedule 1, attached and incorporated into this Contract.
3. **Permitted Uses of Premises.** Provider shall use the Premises exclusively to provide the Services described in section 5. No other activities may be conducted by Provider in the Premises without the City's prior, express, written approval.
4. **Term.** The term of this Contract commences September 1, 2024 and terminates September 1, 2026, unless terminated earlier as provided herein. The Parties may mutually agree in writing to an extension of this Contract, provided a written contract for such extension is agreed upon no later than September 1, 2026.
5. **Services.** Provider shall provide the Services according to the following terms:
 - a. Provider shall conduct Instant Piano for Busy People via Zoom. Class will be three hours in length.
 - b. Provider shall create and deliver to the City an outline of its class offerings and specific dates for Instant Piano for Busy People classes, no later than six months before the program is to commence in that year. Any changes in the submitted schedule must be approved in advance by the City.
 - c. Provider shall be solely responsible for providing all equipment, staffing, and materials to conduct the Instant Piano for Busy People program.
 - d. The Instant Piano for Busy People program shall, at a minimum, address the following goals and objectives:
 - i. Provide a safe secure and welcoming environment for learning that is conducive to developing self-esteem, self-actualization, and empowerment.

- ii. Class will foster a healthy and supportive learning environment that recognizes and builds on the strengths and talents of program participants.
 - e. Provider shall ensure all necessary training to Chords are Key program staff.
 - f. Provider shall be responsible for the safety and security of participants in the Services. Provider shall take attendance at each class.
 - g. Provider shall visually inspect premises before and after class, report any issues or concerns to City, and return the premises to its original state after each class is completed.
 - h. Provider shall be responsible for any damage to the Premises or equipment caused by its employees, volunteers, participants in its program. Provider shall replace or repair all damaged items, at its sole expense.
 - i. Provider shall provide all needed statistical data related to program participants and program volunteers, as requested by the City.
 - j. In general, Provider shall be responsible, at its sole expense, for the operation of the Services, and the City shall be responsible only for the specific obligations listed in this Contract.
 - k. Provider will conduct a comprehensive background screening on all volunteers and instructors.
6. **City Control of Premises.** The City shall at all times retain the authority to relocate Provider's activities in the Premises or to close the Premises entirely and direct Provider and all participants in the Services to vacate the Premises, if reasonably necessary for the protection and security of persons or property within the Premises, or for the protection or security of any City property.
7. **City Obligations.**
- a. The City will promote the Services in the Parks, Recreation and Forestry activity guides three times per year, and in the City website.
 - b. City shall be responsible for all participant registration and the collection of fees.
 - c. Provider shall invoice the City after completion of each session of the Services, at the current class fee rate, of \$49 per participant/per class. Invoices will be payable within 30 days after receipt. Provider acknowledges that City has an unconditional satisfaction warranty to participants and will refund fees to any participant that is not satisfied with the Services. All fees refunded to participants will be deducted from payment to Provider.
8. **Prohibited Bases of Discrimination.** City and Provider shall not discriminate against any persons for participation in the Services on the basis of sex, race, color, creed, disability, sexual orientation, national origin or ancestry.
9. **Compliance with Laws; Permits and Licenses.** Provider shall be solely responsible for compliance with all laws applicable to the Services. Provider shall be responsible, at its sole expense, for obtaining all licenses and permits required for the Services.
10. **Indemnification.** Provider shall indemnify and hold the City harmless from any and all third-party claims, demands, causes of action, lawsuits, judgments, penalties, and other liabilities of any kind, including court costs and actual attorney fees, arising out of, or connected in any way with:

- a. Provider's conduct of the Services, including, but not limited to, damages for personal injury, death, or casualty loss to personal property.
 - b. Provider's breach of any provision of this Contract.
 - c. Provider's violations of any laws.
11. **Record Keeping.** Provider shall keep all documents and records generated in its conduct of the Services for no less than 7 years after completion of the Work, and shall make them available to the City at the City's request. Provider acknowledges that such documents and records may be subject to Wisconsin's Open Records Law.
12. **Parties Are Independent Contractors.** Nothing in this Contract shall be construed to create any relationship between the Parties other than independent contractors. Unless specifically provided in this Contract, the Parties are not agents for one another, have no authority to bind the other to contracts, and have no vicarious liability for the other's acts or omissions.
13. **Governmental Immunities and Notice Requirement Preserved.** Nothing in this Contract shall be construed to be a waiver or modification of the governmental immunities or notice requirements imposed by Wis. Stats. §893.80 or any other law.
14. **Costs of Enforcement.** The Parties agree that in the event legal action is necessary to enforce any term or condition of this Contract, then the breaching Party will pay the non-breaching Party's costs incurred in such legal action, including actual attorney fees. If a judgment is taken, then costs of enforcement will be added to the judgment.
15. **Governing Law and Jurisdiction.** This Contract will be construed and enforced according to the laws of Wisconsin. If a lawsuit arises out of this Contract, it shall be filed in the state Circuit Court for Waukesha County, Wisconsin. The Parties consent to personal and subject-matter jurisdiction in Wisconsin, and waive all jurisdictional defenses.

City of Waukesha

 By Shawn N. Reilly, Mayor
 Date: _____

 Attested by Gina L. Kozlik, City Clerk
 Date: _____

IKI INC>– Craig Coffman

 By Craig Coffman
 Date: _____

Schedule 1

Description of Premises

Classes will be held at the location listed below.

- Zoom

Program Season:

- September through December
- January through May
- Mid-May through August

Class will be three hours in length, times will vary based on availability and community needs.