

RESILIENCE DEVELOPERS GUILD PROJECT CO-IMPLEMENTATION AGREEMENT

This Co-Implementation Agreement ("Agreement") establishes the framework for collaborative project execution between Guild members. For each project, roles will be determined based on project requirements, expertise alignment, and community needs.

1. ROLE DETERMINATION AND PROJECT LEADERSHIP

a) Project Role Definition

- Resilience Developers LLC (RD), as Guild Hub, facilitates the role documentation process for all Guild projects, regardless of final leadership assignment.
- Project Lead(s): Member responsible for primary coordination and oversight
- Support Team(s): Members providing specific expertise and implementation support
- Roles determined at project initiation based on:
 - Project scope and technical/legal/insurance requirements
 - Relevant expertise and capabilities
 - Community relationships
 - Resource availability
 - Geographic considerations
 - Client preferences (when applicable)

b) Role Documentation

- Resilience Developers LLC manages documentation process for all role assignments
- Written confirmation of Lead and Support roles
- Clear delineation of responsibilities
- Timeline for role duration
- Process for role modification if needed

2. RESPONSIBILITIES BY ROLE

Once roles are established, the following responsibilities apply:

a) Project Lead Responsibilities

- Project coordination and primary client communication
- Overall project management and timeline development
- Contract administration and billing oversight
- Quality assurance and project documentation
- Coordination with regulatory authorities as needed
- Safety requirements and verification of adherence
- Community sensitivity requirements and verification of adherence
- Regular team updates and coordination

b) Support Team Responsibilities

- Timely execution of assigned scope elements
- Direct communication with Project Lead
- Documentation of work performed
- Adherence to project, safety, and community specifications
- Proactive issue identification and resolution
- Collaboration with other team members

3. PROJECT COORDINATION

a) Team Formation

- Assessment of required capabilities
- Role assignment process
- Team member confirmation
- Responsibility matrix development

b) Communication Protocol

- Regular team meetings
- Progress reporting structure
- Issue resolution process
- Client communication channels
- Documentation requirements

4. COMPENSATION AND PAYMENT

a) Fee Structure - Open book, transparent pricing at every level

- Project role-based compensation
- Scope-based pricing
- Hourly rates for additional services
- Change order procedures
- Fair distribution of project fees

b) Payment Terms

- Invoice submission requirements
- Payment timeline
- Retention terms if applicable
- Final payment conditions
- Role-specific payment schedules

5. PROJECT EXECUTION

a) Quality Control

- Role-specific quality standards
- Inspection procedures
- Correction of deficiencies
- Documentation requirements
- Team review process

b) Communication Requirements

- Regular progress updates
- Issue notification protocol
- Documentation of key decisions
- Change order procedures
- Client communication protocols

6. INSURANCE AND LIABILITY

a) Required Coverage

- General liability insurance
- Professional liability if applicable
- Workers compensation
- Vehicle insurance if applicable
- Role-specific requirements

b) Risk Management

- Safety requirements
- Incident reporting
- Damage prevention
- Property protection
- Documentation requirements

7. PROJECT DOCUMENTATION

a) Required Documentation

- Role-specific documentation
- Progress reporting
- Material documentation
- Change orders
- Completion certificates

b) Record Keeping

- Document retention requirements
- Digital file management
- Access protocols
- Confidentiality requirements

8. DISPUTE RESOLUTION

a) Internal Resolution

- Direct communication first
- Guild member mediation
- Timeline for resolution
- Documentation requirements

b) External Resolution

- Mediation requirements
- Arbitration provisions
- Legal venue
- Cost allocation

9. COMMUNITY ENGAGEMENT

a) Responsibilities

- Community liaison designation
- Documentation of community input
- Cultural sensitivity requirements
- Language accessibility
- Community feedback integration

b) Implementation

- Community engagement planning
- Role-specific responsibilities
- Documentation requirements
- Feedback incorporation

10. SUSTAINABILITY REQUIREMENTS

- Material specifications
- Waste management
- Energy efficiency standards
- Water conservation measures
- Role-specific responsibilities

11. PROJECT COMPLETION

a) Close-out Procedures

- Role-specific completion requirements
- Documentation submission
- Final inspections
- Client approval process
- Lesson learned documentation

12. ACKNOWLEDGMENT

The undersigned acknowledge these terms and understand that specific role assignments will be documented for each project. This agreement can be subject to legal council review prior to each utilization. Signing of this document indicates the participants willingness to follow this template to rapidly organize and deploy resources to community improvement projects and collaborative efforts.

Guild Hub: Resilience Developers llc | Name: Jason Laros - Founder & Manager

Signature: _____ | Date: _____

Guild Member Organization (if applicable): _____ Name: _____

Signature: _____ | Date: _____

Individual Guild Member: Name: _____

Signature: _____ | Date: _____