

APPROVAL OF PROPOSAL FOR CONSULTANT SERVICES
Contract 8

Effective the ____ day of _____, 20____, Boone County Regional Sewer District (BCRSD), a public sewer district organized under Chapter 204 of the Revised Statutes of Missouri, (herein “Owner”) hereby approves and authorizes professional services by the Consultant referred to below for the services specified below.

Consultant Name: Bartlett & West, Inc.

Project/Work Description: Boone County Regional Sewer District, Mapping and Asset Management Services

Proposal Description: Exhibit A – See attached proposal submitted March 5, 2025

Schedule: Work to be completed as proposed on a monthly payment schedule, only after approval of the proposal has been fully signed by the BCRSD and Bartlett and West.

Modifications to Proposal: Services during Contract 8 will be provided on an hourly fee plus expense basis for the not to exceed amount of \$14,935.00. This approval serves as the notice to proceed.

History:

Contract	Date	Proposal Approval	Date	Amount
1	4/3/2015	1	4/3/2015	\$ 20,359.00
2	3/9/2016	2	4/27/2016	\$ 47,440.00
3	1/31/2018	3	3/14/2018	\$ 40,500.00
4	9/26/2018	4	1/22/2019	\$ 40,600.00
5	10/12/2021	5	11/19/2021	\$2,500.00
6	2/7/2023	6	3/6/2023	\$6,234.00
7	3/26/2024	7	3/26/2024	\$28,178.00

This form agreement and any attachments to it shall be considered the approved proposal; signature by all parties below constitutes a contract for services in accordance with the above-described proposal and any approved modifications to the proposal, both of which shall be in

accordance with the terms and conditions of the General Consultant Services Agreement signed by the Consultant and Owner for the current calendar year, which is hereby incorporated by reference. Performance of Consultant's services and compensation for services shall be in accordance with the approved proposal and any approved modifications to it and shall be subject to and consistent with the General Consultant Services Agreement for the current calendar year. In the event of any conflict in interpretation between the proposal approved herein and the General Consultant Services Agreement, the terms and conditions of the General Consultant Services Agreement shall control unless the proposal approved herein specifically identifies a term or condition of the General Consultant Services Agreement that shall not be applicable.

BARTLETT & WEST, INC.

**BOONE COUNTY REGIONAL SEWER
DISTRICT**

By _____
Kyle J. Landwehr

Wendy Wiegers Manager,

Title: Project Manager

Finances + HR

Dated: _____

Dated: _____

EXHIBIT A

Cost Sheet

Bartlett & West, Inc.

Boone County Regional Sewer District									
2025 GIS Projects									
Project No.: 18688-011									
	GIS Tech IV		Eng. Tech I		Developer II		Labor		Total
	Hrs	Subtotal	Hrs	Subtotal	Hrs	Subtotal	Subtotal	# of Trips	
	\$119.00		\$95.00		\$157.00			\$56.00	
1. Project management									
a. Administration of contract, invoices, and project documentation	5.0	\$595.00		\$0.00		\$0.00	\$595.00		\$4,046.00
b. Correspondence or phone call/meetings with client over the course of the project	5.0	\$595.00	1.0	\$95.00		\$0.00	\$690.00		\$595.00
c. Monthly Progress Meetings February - Dec: (3 hr per meeting)	18.0	\$2,142.00	3.0	\$285.00		\$0.00	\$2,427.00	6.0	\$2,763.00
2. Setup and Digitize PDF/DWG Maps									\$2,763.00
a. Georeference in Planisat/DWG for The Estates		\$0.00	1.0	\$95.00		\$0.00	\$95.00		\$1,235.00
b. Digitize and Add Attributes into BCRSD Wastewater Map for The Estates		\$0.00	2.0	\$190.00		\$0.00	\$190.00		\$95.00
c. Georeference in Planisat/DWG for Pike Street Sewer Extension		\$0.00	1.0	\$95.00		\$0.00	\$95.00		\$190.00
d. Digitize and Add Attributes into BCRSD Wastewater Map for Pike Street Sewer Extension		\$0.00	1.0	\$95.00		\$0.00	\$95.00		\$95.00
e. Georeference in Planisat/DWG for Arrowhead Lake Estates - Southwest		\$0.00	2.0	\$190.00		\$0.00	\$190.00		\$95.00
f. Digitize and Add Attributes into BCRSD Wastewater Map for Arrowhead Lake Estates - Southwest		\$0.00	2.0	\$190.00		\$0.00	\$190.00		\$190.00
g. Georeference in Planisat/DWG for Martha's Grove FM Relocation		\$0.00	1.0	\$95.00		\$0.00	\$95.00		\$95.00
h. Digitize and Add Attributes into BCRSD Wastewater Map for Martha's Grove FM Relocation		\$0.00	1.0	\$95.00		\$0.00	\$95.00		\$95.00
i. Georeference in Planisat/DWG for Brookfield Estates WWTP		\$0.00	1.0	\$95.00		\$0.00	\$95.00		\$95.00
j. Digitize and Add Attributes into BCRSD Wastewater Map for Brookfield Estates WWTP		\$0.00	1.0	\$95.00		\$0.00	\$95.00		\$95.00
3. Service Call Labor Reports									\$95.00
a. Update Survey 123 so that OverResponding and Equipment fields have 1 option per field	4.0	\$476.00		\$0.00		\$0.00	\$476.00		\$1,165.00
b. Add Number of Crew Responding and Equipment fields	1.0	\$119.00		\$0.00		\$0.00	\$119.00		\$476.00
c. Create App for exporting Service Call Labor reports with Time filter (Report Fields to be provided by Client)		\$0.00	6.0	\$570.00		\$0.00	\$570.00		\$119.00
4. Map Corrections									\$570.00
a. Create "travel system" field	2.0	\$238.00		\$0.00		\$0.00	\$238.00		\$238.00
b. On-Call for miscellaneous map corrections throughout the year	5.0	\$595.00	4.0	\$380.00		\$0.00	\$975.00		\$238.00
5. Line Maintenance									\$975.00
a. On-Call for miscellaneous Line Maintenance updates throughout the year	15.0	\$1,785.00	5.0	\$475.00		\$0.00	\$2,260.00		\$2,260.00
6. Sewer Backup Layer									\$2,260.00
a. Coordination with Client on what fields to include	2.0	\$238.00	1.0	\$95.00		\$0.00	\$333.00		\$1,093.00
b. Create Sewer Backups Database		\$0.00	4.0	\$380.00		\$0.00	\$380.00		\$333.00
c. Set up field map for sewer backups		\$0.00	4.0	\$380.00		\$0.00	\$380.00		\$380.00
13. Service Call Updates									\$380.00
a. On-Call for any updates to Survey123 or the Service Call Database	25.0	\$2,975.00	5.0	\$475.00	3.0	\$471.00	\$3,921.00		\$3,921.00
TOTALS	82.0	\$9,758.00	46.0	\$4,370.00	3.0	\$471.00	\$14,599.00	6.0	\$14,935.00
							\$336.00		\$-
									\$-

Month	Tasks	Invoice Amount	Notes
April	Service Call Labor Reports		
	Line Maintenance		
	Project management		
	Service Call Updates		
	Setup and Digitize PDF/DWG Maps	\$3,000.00	Setup and Digitize PDF/DWG Maps completed end of April
May	Service Call Labor Reports		
	Line Maintenance		
	Map Corrections		
	Project management		
	Service Call Updates	\$3,000.00	Service Call Labor Reports completed end of May
June	Sewer Backup Layer		
	Line Maintenance		
	Map Corrections		
	Project management		
	Service Call Updates	\$2,000.00	
July	Sewer Backup Layer		
	Line Maintenance		
	Map Corrections		
	Project management		
	Service Call Updates	\$2,000.00	Sewer Backup Layer completed end of July
August	Line Maintenance		
	Map Corrections		
	Project management		
	Service Call Updates	\$935.00	
September	Line Maintenance		
	Map Corrections		
	Project management		
	Service Call Updates	\$1,000.00	

October	Line Maintenance	
	Map Corrections	
	Project management	
	Service Call Updates	\$1,000.00
November	Line Maintenance	
	Map Corrections	
	Project management	
	Service Call Updates	\$1,000.00
December	Line Maintenance	
	Map Corrections	
	Project management	
	Service Call Updates	\$1,000.00
Total:		\$14,935.00



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/28/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER IMA, Inc. - Kansas City 11350 Switzer Rd Suite 200 Overland Park KS 66210	CONTACT NAME: IMA Wichita Team PHONE (A/C, No. Ext): 316-267-9221 E-MAIL ADDRESS: certs@imacorp.com	FAX (A/C, No):
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A: The Continental Insurance Company		35289
INSURER B: Valley Forge Insurance Company		20508
INSURER C: American Casualty Company of Reading,		20427
INSURER D: Continental Casualty Company		20443
INSURER E:		
INSURER F:		

License#: PC-1210733
BART&WE-01**COVERAGES****CERTIFICATE NUMBER:** 133070659**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:			6042700793	7/1/2024	7/1/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
C	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			6042700731	7/1/2024	7/1/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Comp/Collision Ded: \$ 1,000/\$1,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			6043288583	7/1/2024	7/1/2025	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ 9,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	6042700745	7/1/2024	7/1/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Professional/Pollution Liability			AEH591970792	7/1/2024	7/1/2025	Prof/Pol Each Claim \$10,000,000 Prof/Pol Aggregate \$10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

States of North Dakota, Ohio, Washington & Wyoming are not included in the Workers Compensation Coverage.
General Liability Policy includes Stop Gap Liability for North Dakota, Ohio, Washington & Wyoming, subject to the policy terms and conditions.
General Liability Policy includes Contractual Liability for Railroads, subject to the terms, conditions, limitations and exclusions

CERTIFICATE HOLDER**CANCELLATION**

Sample Certificate for Qualification Purposes

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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BARTLETT & WEST, INC.
2025 SCHEDULE OF HOURLY CHARGES
Effective January 1, 2025

	XII	\$288.00	GIS Coordinator IX	\$267.00
	XI	267.00	GIS Coordinator VIII	250.00
	X	248.00	GIS Coordinator VII	238.00
Engineer	IX	233.00	GIS Coordinator VI	221.00
Landscape Architect	VIII	217.00	GIS Coordinator V	209.00
Architect	VII	206.00	GIS Coordinator IV	193.00
Operations Consultant	VI	193.00	GIS Coordinator III	181.00
Environmental Planner	V	182.00	GIS Coordinator II	164.00
Transportation Planner	IV	172.00	GIS Coordinator I	152.00
	III	162.00		
	II	145.00	GIS Developer/DBA VI	\$231.00
	I	132.00	GIS Developer/DBA V	213.00
			GIS Developer/DBA IV	197.00
Engineering Technician XI		\$227.00	GIS Developer/DBA III	181.00
Engineering Technician X		191.00	GIS Developer/DBA II	167.00
Engineering Technician IX		178.00	GIS Developer/DBA I	157.00
Engineering Technician VIII		160.00		
Engineering Technician VII		146.00	GIS Analyst VII	\$184.00
Engineering Technician VI		134.00	GIS Analyst VI	171.00
Engineering Technician V		125.00	GIS Analyst V	158.00
Engineering Technician IV		118.00	GIS Analyst IV	145.00
Engineering Technician III		111.00	GIS Analyst III	138.00
Engineering Technician II		104.00	GIS Analyst II	128.00
Engineering Technician I		97.00	GIS Analyst I	121.00
Surveyor X		\$235.00	GIS Technician V	\$131.00
Surveyor IX		211.00	GIS Technician IV	119.00
Surveyor VIII		191.00	GIS Technician III	106.00
Surveyor VII		169.00	GIS Technician II	94.00
			GIS Technician I	83.00
Survey Technician VIII		\$160.00		
Survey Technician VII		139.00	Project Coordinator V	\$188.00
Survey Technician VI		124.00	Project Coordinator IV	171.00
Survey Technician V		114.00	Project Coordinator III	155.00
Survey Technician IV		105.00	Project Coordinator II	141.00
Survey Technician III		98.00	Project Coordinator I	125.00
Survey Technician II		93.00		
Survey Technician I		88.00		
Construction Eng. Tech IX		\$202.00	Systems Analyst	\$207.00
Construction Eng. Tech VIII		179.00	Systems Administrator	157.00
Construction Eng. Tech VII		165.00	Systems Technician	104.00
Construction Eng. Tech VI		154.00		
Construction Eng. Tech V		140.00	Administrator VII	\$165.00
Construction Eng. Tech IV		124.00	Administrator VI	151.00
Construction Eng. Tech III		110.00	Administrator V	134.00
Construction Eng. Tech II		99.00	Administrator IV	119.00
Construction Eng. Tech I		89.00	Administrator III	107.00
			Administrator II	96.00
			Administrator I	87.00
Right-of-Way Technician VI		\$149.00		
Right-of-Way Technician V		133.00	Administrative Technician V	\$98.00
Right-of-Way Technician IV		120.00	Administrative Technician IV	85.00
Right-of-Way Technician III		107.00	Administrative Technician III	76.00
Right-of-Way Technician II		95.00	Administrative Technician II	70.00
Right-of-Way Technician I		87.00	Administrative Technician I	61.00

BARTLETT & WEST, INC.

SCHEDULE OF REIMBURSABLE COSTS/CHARGES

EFFECTIVE JANUARY 1, 2025

<u>DESCRIPTION</u>	<u>CHARGE AMOUNT</u>	<u>UNIT</u>	<u>EXP CODE</u>
REPRODUCTION			
Blackline Prints			
Bond, Full Size - 24x36	\$ 1.00	Each	PBOND1
Bond, Half Size Reduction - 11x17	\$ 0.70	Each	PBOND 1/2
Photocopies	\$ 0.15	Each	COPIES
On-line Documents	\$ 2.50	Each	ONLINEDOC
Inkjet Plotters - 24x36			
Bond (Black)	\$ 1.50	Lin. Ft.	PLOT
Bond (Color)	\$ 2.50	Lin. Ft.	PLOT C
FIELD EQUIPMENT & MATERIALS			
Nuclear Density Testing Equipment	\$ 30.00	Hour	NUCLEAR
Survey Equipment			
Survey Equipment - Special	\$ 50.00	Hour	SEQ1
Survey Equipment - GPS/TS	\$ 25.00	Hour	SEQ2
LiDAR Equipment			
LiDAR Equipment Charges (Static)	\$ 1500.00	Day	LIDAR
LiDAR Equipment Charges (Aerial)	\$ 3000.00	Day	LIDAR_DRONE
LiDAR Equipment Charges (Mobile)	\$ 5000.00	Day	LIDAR_MOB_M
Unmanned System-(Aerial/Water)	\$ 500.00	Day	UAS
VEHICLES			
Trucks, Cars, SUV's - all vehicles	IRS rate to \$0.85	Mile	varies
Off-Road Vehicle incl. Trailer	\$ 130.00	Day	ORVT
MISCELLANEOUS			
Per Diem	Federal GSA allowances for lodging, meals & incidentals	Day	
Survey Materials	Actual Cost or Per Contract		
Postage / Shipping	Actual Cost		