

APPROVAL OF PROPOSAL FOR CONSULTANT SERVICES
Contract 9

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, GIS Service Areas Layer, and Hill Creek Subdivision Sewer Model.

Proposal Description: Attachment A – See attached proposal submitted July 9, 2025 (GIS Service Areas Layer), and July 10, 2025 (Hill Creek Subdivision Sewer Model)

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 9 will be provided on an hourly fee plus expense basis for the not to exceed amount of \$16,063.00. 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
8	3/18/2025	8	3/18/2025	\$14,935.00

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

Jesse Stephens

Title: Project Manager

Interim Executive Director

Dated: _____

Dated: _____



601 Monroe Street, Suite 201
Jefferson City, MO 65101
ph (573) 634-3181
www.bartlettwest.com

July 9, 2025

Boone County Regional Sewer District (BCRSD)
1314 N. 7th St.
Columbia, MO 65201

Re: Proposal for GIS Service Areas Layer

Daniel,

We appreciate the opportunity to assist the Sewer District with the above-mentioned project. Enclosed you will find the following documentation supporting this proposal:

- Basis of Compensation (fee estimate spreadsheet – **Attachment A**)
 - We propose that the contract be structured on an hourly basis with an upper limit of \$2,837.00. The detailed hours estimate can be referenced in **Attachment A**.
- Proposed Payment Schedule (See **Attachment B**)
 - Please note that this is an estimate and actual invoice amounts per month may vary based on actual charges incurred since billing will be on an hourly basis.
- Updated Certificate of Liability Insurance (See **Attachment C**).
- Updated Hourly Rate Schedule (See **Attachment D**).
- Updated Schedule of Reimbursable Expenses (See **Attachment E**).

Should you need any additional information in preparation of the Contract, please do not hesitate to contact us. Again, we greatly appreciate the opportunity and look forward to working with the District.

Sincerely,

Kyle J. Landwehr, P.E., ENV SP
Kyle.landwehr@bartwest.com
(573) 659-6727

James Rakestraw
james.rakestraw@bartwest.com
(573) 659-6749

ATTACHMENT A

SCOPE OF WORK & DETAILED HOURS ESTIMATE

Boone County Regional Sewer District 2025 Service Area Layer Project No.: 18688.012	GIS Tech IV		Eng. Tech I		Labor Subtotal Costs	Trips		Printing or Misc/Other Costs	Expenses		Project Subtotal Costs	Inflation Factor 0.0%	Total Project Costs
	Hrs	Subtotal	Hrs	Subtotal		# of Trips	Subtotal		Subtotal Costs	Subtotal Costs			
1. Project management													\$770.00
a. Administration of contract, invoices, and project documentation	3.0	\$357.00		\$0.00	\$357.00		\$0.00		\$0.00	\$357.00	\$0.00	\$357.00	
b. Correspondence or phone calls/meetings with client over the course of the project	1.0	\$119.00		\$0.00	\$119.00		\$0.00		\$0.00	\$119.00	\$0.00	\$119.00	
c. Monthly Progress Meetings (1 Meeting)	2.0	\$238.00		\$0.00	\$238.00	1.0	\$56.00		\$56.00	\$294.00	\$0.00	\$294.00	
2. Set up Layer and App													\$1,497.00
a. Build Service Area Layer		\$0.00	4.0	\$380.00	\$380.00		\$0.00		\$0.00	\$380.00	\$0.00	\$380.00	
b. Create Application for BCRSD to digitize the Service Areas	1.0	\$119.00	6.0	\$570.00	\$689.00		\$0.00		\$0.00	\$689.00	\$0.00	\$689.00	
c. Review Service Area fields and new application with the District. Provide any training	2.0	\$238.00	2.0	\$190.00	\$428.00		\$0.00		\$0.00	\$428.00	\$0.00	\$428.00	
3. Supplementary Maps													\$570.00
a. Create any supplementary pdf or digital maps BCRSD may request.		\$0.00	6.0	\$570.00	\$570.00		\$0.00		\$0.00	\$570.00	\$0.00	\$570.00	
TOTALS	9.0	\$1,071.00	18.0	\$1,710.00	\$2,781.00	1.0	\$56.00	\$-	\$56.00	\$2,837.00	\$-	\$-	\$2,837.00

*Note: 70 miles per round trip * \$0.80/mile = \$56 per trip

ATTACHMENT B

PROPOSED PAYMENT SCHEDULE

BCRSD GIS SERVICE AREAS LAYER ADDITION INVOICING SCHEDULE

Month/Year	Tasks	Anticipated Invoice Amount
Aug-25	Build Service Area Layer	\$1,500.00
	Create Application	
	Project Management	
Sep-25	Review with Client	\$1,000.00
	Supplemental Maps	
	Project Management	
Oct-25	Supplemental Maps	\$337.00
	Project Management	
Total:		\$2,837.00

ATTACHMENT C

CERTIFICATE OF LIABILITY INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/27/2025

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 Certificate Team	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
INSURED Bartlett & West, Inc. 1200 SW Executive Drive Topeka KS 66615-3850	E-MAIL ADDRESS: certificates@imacorp.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: The Continental Insurance Company	
	INSURER B: Valley Forge Insurance Company	
	INSURER C: American Casualty Company of Reading,	
	INSURER D: Continental Casualty Company	
INSURER E:		
INSURER F:		

COVERAGES**CERTIFICATE NUMBER:** 356989354**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	7/1/2025	7/1/2026	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	7/1/2025	7/1/2026	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	7/1/2025	7/1/2026	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ \$
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 N	N/A	6042700745	7/1/2025	7/1/2026	<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	Pollution Liability			AEH591970792	7/1/2025	7/1/2026	Prof/Pol Each Claim \$10,000,000
D	Professional Liability			AEH591970792	7/1/2025	7/1/2026	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, 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

© 1988-2015 ACORD CORPORATION. All rights reserved.

ATTACHMENT D

HOURLY RATE SCHEDULE

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

Engineer Landscape Architect Architect Operations Consultant Environmental Planner Transportation Planner	XII	\$288.00	GIS Coordinator IX	\$267.00
	XI	267.00	GIS Coordinator VIII	250.00
	X	248.00	GIS Coordinator VII	238.00
	IX	233.00	GIS Coordinator VI	221.00
	VIII	217.00	GIS Coordinator V	209.00
	VII	206.00	GIS Coordinator IV	193.00
	VI	193.00	GIS Coordinator III	181.00
	V	182.00	GIS Coordinator II	164.00
	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	Administrative Technician V	\$98.00
Right-of-Way Technician V		133.00	Administrative Technician IV	85.00
Right-of-Way Technician IV		120.00	Administrative Technician III	76.00
Right-of-Way Technician III		107.00	Administrative Technician II	70.00
Right-of-Way Technician II		95.00	Administrative Technician I	61.00
Right-of-Way Technician I		87.00		

ATTACHMENT E

SCHEDULE OF REIMBURSABLE EXPENSES

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		



601 Monroe Street, Suite 201
Jefferson City, MO 65101
ph (573) 634-3181
www.bartlettwest.com

July 10, 2025

Boone County Regional Sewer District (BCRSD)
1314 N. 7th St.
Columbia, MO 65201

Re: Proposal for Hill Creek Subdivision Sewer Model

Daniel,

We appreciate the opportunity to assist the Sewer District with the above-mentioned project. Enclosed you will find the following documentation supporting this proposal:

- Basis of Compensation (fee estimate spreadsheet – **Attachment A**)
 - We propose that the contract be structured on an hourly basis with an upper limit of \$13,226.00. The detailed hours estimate can be referenced in **Attachment A**.
- Proposed Payment Schedule (See **Attachment B**).
 - Please note that this is an estimate and actual invoice amounts per month may vary based on actual charges incurred since billing will be on an hourly basis.
- Updated Certificate of Liability Insurance (See **Attachment C**).
- Updated Hourly Rate Schedule (See **Attachment D**).
- Updated Schedule of Reimbursable Expenses (See **Attachment E**).

Should you need any additional information in preparation of the Contract, please do not hesitate to contact us. Again, we greatly appreciate the opportunity and look forward to working with the District.

Sincerely,

A handwritten signature in blue ink that reads 'Kyle J. Landwehr'.

Kyle J. Landwehr, P.E., ENV SP
Kyle.landwehr@bartwest.com
(573) 659-6727

ATTACHMENT A

SCOPE OF WORK & DETAILED HOURS ESTIMATE

BOONE COUNTY REGIONAL SEWER DISTRICT (BCRSD)		Engineer VI	Engineer V	Engineer III	Eng. Tech. VIII	GIS Tech IV	Survey Tech IV	Survey Tech III	Labor	Trips		Printing or Misc/Other Costs	Expenses	Total
SEWER GEMS MODELING		Hrs	Subtotal	Hrs	Subtotal	Hrs	Subtotal	Hrs	Subtotal	Hrs	Subtotal	Subtotal	Subtotal	Project Costs
Project No.:		\$193.00		\$182.00		\$162.00		\$160.00		\$119.00		\$105.00		
Hill Creek Subdivision – Low Pressure Sewer System														
1. Project scoping														
a. Initial coordination with Client to develop the scope, fee, schedule, and task order		1.0	\$193.00			1.0	\$162.00							\$355.00
2. Project management														
a. Internal administration of contract, invoices, and project documentation		1.0	\$193.00				\$0.00							\$193.00
b. Coordination with Client including weekly status updates by email			\$0.00		\$0.00	1.0	\$162.00		\$0.00		\$0.00		\$0.00	\$162.00
c. Internal team meetings		2.0	\$386.00		\$0.00	2.0	\$324.00		\$0.00		\$0.00		\$0.00	\$710.00
3. Modeling														\$5,850.00
a. Integration of aerial map in Sewer GEMS model			\$0.00	1.0	\$182.00	2.0	\$324.00		\$0.00		\$0.00		\$0.00	\$506.00
b. Downloading and Processing of LIDAR publicly available topographical data			\$0.00		\$0.00		\$0.00	1.0	\$160.00	3.0	\$357.00		\$0.00	\$517.00
c. Integration of LIDAR topographical data in Sewer GEMS Model			\$0.00	1.0	\$182.00	2.0	\$324.00		\$0.00	1.0	\$119.00		\$0.00	\$625.00
d. OPTIONAL TASK: Field Survey verification of pump well rim elevations and dimensions (depth and diameter) for accurate model sizing			\$0.00		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00	\$0.00
e. Export of BCRSD online GIS data into Shapefiles to be uploaded to Model			\$0.00		\$0.00	1.0	\$162.00		\$0.00	3.0	\$357.00		\$0.00	\$519.00
f. Integration of Shapefiles into Model and review of proper integration			\$0.00	1.0	\$182.00	2.0	\$324.00		\$0.00	1.0	\$119.00		\$0.00	\$625.00
g. Addition of individual service wet wells and pumps for each home in area to be modeled			\$0.00		\$0.00	6.0	\$972.00		\$0.00		\$0.00		\$0.00	\$972.00
h. Integration of actual water solid data, provided by BCRSD, into each home's sanitary loading			\$0.00		\$0.00	4.0	\$648.00		\$0.00		\$0.00		\$0.00	\$648.00
i. Development of alternate pump curves for other pumps present throughout the system			\$0.00		\$0.00	2.0	\$324.00		\$0.00		\$0.00		\$0.00	\$324.00
j. Development of Various scenarios for alternatives to be evaluated			\$0.00	3.0	\$546.00	4.0	\$648.00		\$0.00		\$0.00		\$0.00	\$1,194.00
k. Scenarios to be determined by BCRSD and Bartlett & West to see what would provide most value			\$0.00											
l. Assuming development of up to 5 scenarios			\$0.00	1.0	\$182.00	2.0	\$324.00		\$0.00		\$0.00		\$0.00	\$506.00
m. Add pump controls for Timed Pump Scenario			\$0.00	6.0	\$1,092.00	4.0	\$648.00		\$0.00		\$0.00		\$0.00	\$1,740.00
n. Calibration and review/revisions to model as necessary			\$0.00											\$0.00
4. Meetings														\$1,115.00
a. Initial meeting with BCRSD to determine necessary resources desired assuming virtual meeting		1.0	\$193.00		\$0.00	1.0	\$162.00		\$0.00		\$0.00		\$0.00	\$355.00
b. Meeting to discuss findings of model, assume in person meeting		2.0	\$386.00		\$0.00	2.0	\$324.00		\$0.00		\$0.00		\$0.00	\$760.00
5. Deliverables														\$64.00
a. Graphs of LRS outlet structure to see pump run times			\$0.00		\$0.00	1.0	\$162.00		\$0.00		\$0.00		\$0.00	\$162.00
b. Tables of Pump run times		1.0	\$0.00		\$0.00	1.0	\$162.00		\$0.00		\$0.00		\$0.00	\$162.00
c. Executive summary of findings			\$193.00		\$0.00	2.0	\$324.00		\$0.00		\$0.00		\$0.00	\$517.00
TOTALS		8.0	\$1,544.00	13.0	\$2,366.00	40.0	\$6,480.00	1.0	\$160.00	8.0	\$952.00	8.0	\$840.00	\$13,726.00

ATTACHMENT B

PROPOSED PAYMENT SCHEDULE

BCRSD HILL CREEK SUBDIVISION SEWER MODEL INVOICING SCHEDULE

Month/Year	Tasks	Anticipated Invoice Amount
Sep-25	PM tasks	\$4,000.00
	Initial kickoff meeting	
	Data request and evaluation	
	Initial model setup	
	Incorporation of shape files	
	Download LiDAR Topo	
Oct-25	PM tasks	\$7,000.00
	Field rim elevation pickups	
	Model scenario development	
	Model pump condition inputs	
	Integrate actual flow data	
	Calibration/review	
Nov-25	Review meeting with staff	\$2,226.00
	Print graphs & tables	
	Write executive summary	
	Final Deliverable to BCRSD	
Total:		\$13,226.00

ATTACHMENT C

CERTIFICATE OF LIABILITY INSURANCE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/27/2025

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 Certificate Team	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
INSURED Bartlett & West, Inc. 1200 SW Executive Drive Topeka KS 66615-3850	E-MAIL ADDRESS: certificates@imacorp.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: The Continental Insurance Company	NAIC # 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:		

COVERAGES**CERTIFICATE NUMBER:** 356989354**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	7/1/2025	7/1/2026	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	7/1/2025	7/1/2026	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	7/1/2025	7/1/2026	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ \$
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 N	N/A	6042700745	7/1/2025	7/1/2026	<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	Pollution Liability			AEH591970792	7/1/2025	7/1/2026	Prof/Pol Each Claim \$10,000,000
D	Professional Liability			AEH591970792	7/1/2025	7/1/2026	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, 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

© 1988-2015 ACORD CORPORATION. All rights reserved.

ATTACHMENT D

HOURLY RATE SCHEDULE

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

Engineer Landscape Architect Architect Operations Consultant Environmental Planner Transportation Planner	XII	\$288.00	GIS Coordinator IX	\$267.00
	XI	267.00	GIS Coordinator VIII	250.00
	X	248.00	GIS Coordinator VII	238.00
	IX	233.00	GIS Coordinator VI	221.00
	VIII	217.00	GIS Coordinator V	209.00
	VII	206.00	GIS Coordinator IV	193.00
	VI	193.00	GIS Coordinator III	181.00
	V	182.00	GIS Coordinator II	164.00
	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
Engineering Technician XI		\$227.00	GIS Developer/DBA IV	197.00
Engineering Technician X		191.00	GIS Developer/DBA III	181.00
Engineering Technician IX		178.00	GIS Developer/DBA II	167.00
Engineering Technician VIII		160.00	GIS Developer/DBA I	157.00
Engineering Technician VII		146.00		
Engineering Technician VI		134.00	GIS Analyst VII	\$184.00
Engineering Technician V		125.00	GIS Analyst VI	171.00
Engineering Technician IV		118.00	GIS Analyst V	158.00
Engineering Technician III		111.00	GIS Analyst IV	145.00
Engineering Technician II		104.00	GIS Analyst III	138.00
Engineering Technician I		97.00	GIS Analyst II	128.00
			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

ATTACHMENT E

SCHEDULE OF REIMBURSABLE EXPENSES

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		