



---

**Proposal for Sewer Hydraulic Model Consultant Services - Bartlett & West - Item (K)(7)**

---

**From** Jesse Stephens <JStephens@bcrsd.com>

**Date** Fri 1/16/2026 7:01 AM

**To** Jesse Stephens <JStephens@bcrsd.com>

Dear Board of Trustees,

I'm seeking a motion to allow the Executive Director to execute the attached agreement for Sewer Hydraulic Modelling development in the Quantrill's Pass (South Route K) area and along the HH Corridor adjacent to Route B. These models will provide necessary information as we move forward into planning and design of the Brown Station/Richardson Acres project and the South Route K project.



***Jesse Stephens, PE - Executive Director***

Boone County Regional Sewer District (BCRSD)

1314 N. 7th St., Columbia, MO 65201

C: 573.239.4025 | O: 573.443.2774

e: [jstephens@bcrsd.com](mailto:jstephens@bcrsd.com) | w: [www.bcrsd.com](http://www.bcrsd.com)

**APPROVAL OF PROPOSAL FOR CONSULTANT SERVICES**  
**Low Pressure Hydraulic Sewer Model – 2026**  
**(CONTRACT 10)**

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, Route HH Corridor Sewer Model, and Quantrill’s Pass Sewer Model

Proposal Description: Exhibit A – See attached proposal submitted November 19, 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 this contract will be provided on an hourly fee plus expense basis for the not to exceed amount of \$22,793.00. This approval serves as the notice to proceed.

Sewer Model History:

Contract	Proposal Approval	Approval Date	Amount
9	Hill Creek Subdivision Sewer Model	8/19/2025	\$ 13,226.00

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

Executive Director

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

# EXHIBIT A



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

November 19, 2025

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

Re: Proposal for Route HH Corridor Sewer Model

Daniel/Jesse,

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

- Scope of Work (See **Attachment A**)
- Basis of Compensation (fee estimate spreadsheet – **Attachment B**)
  - We propose that the contract be structured on an hourly basis with an upper limit of \$14,923.00. The detailed hours estimate can be referenced in **Attachment B**. Note that our fee estimate includes an assumed inflation factor of 4% to account for 2026 charge rate adjustments. We will provide our 2026 charge rate and reimbursement schedules when they become available.
- Proposed Payment Schedule (See **Attachment C**).
  - 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 D**).
- 2025 Hourly Rate Schedule (See **Attachment E**).
- 2025 Schedule of Reimbursable Expenses (See **Attachment F**).

Should you need any additional information in preparation of the Contract, please do not hesitate to contact us.

Sincerely,

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

# ATTACHMENT A

SCOPE OF WORK

**EXHIBIT A**  
**SCOPE OF WORK**  
**BOONE COUNTY REGIONAL SEWER DISTRICT (BCRSD)**  
**SEWER GEMS MODELING – ROUTE HH CORRIDOR**  
Bartlett & West Project Number: 18688.P06

Background

Boone County Regional Sewer District (BCRSD) has reached out to Bartlett & West for the development of a Sewer GEMS Bentley Model for specific portions of their wastewater collection system. This Sewer GEMS model will pull information from the BCRSD Online ArcGIS database and additional specific information (such as pump type, demand, possibly spot elevations, etc.) will be provided by BCRSD for implementation into the Sewer GEMS model. The purpose of the model is to evaluate the force main sizing throughout the specific locations selected to determine if the pipe sizing is adequate. Moreover, the model will provide BCRSD with a quick interactive tool to determine if a home or group of homes is able to connect to the system in it's current state or if upgrades would be necessary.

Scope of Work

The Consultant will perform the following tasks in relation to the project.

**Route HH Corridor – Low Pressure Sewer System and BCRSD Lift Stations**

1. Project scoping
  - a. Initial coordination with Client to develop the scope, fee, schedule, and task order
2. Project management
  - a. Internal administration of contract, invoices, and project documentation
  - b. Coordination with Client including weekly status updates by email
  - c. Internal team meetings
3. Modeling
  - a. Integration of aerial map in Sewer GEMS model
  - b. Downloading and Processing of LiDAR publicly available topographical data
  - c. Integration of LiDAR topographical data in Sewer GEMS Model
  - d. OPTIONAL TASK: Field Survey verification of pump well rim elevations and dimensions (depth and diameter) for accurate model sizing
  - e. Export of BCRSD online GIS data into Shapefiles to be uploaded to Model
  - f. Integration of Shapefiles into Model and review of proper integration
  - g. Addition of individual service wet wells and pumps for each home in area to be modeled
  - h. Integration of actual water sold data, provided by BCRSD, into each home's sanitary loading
  - i. Development of alternate pump curves for other pumps present throughout the system
  - j. Verify BCRSD pump station's pump sizing
  - k. Integration of BCRSD pump station pump run times for accurate downstream pumping
  - l. Development of Various scenarios for alternatives to be evaluated
    - i. Scenarios to be determined by BCRSD and Bartlett & West to see what would provide most value
    - ii. Assuming development of up to 5 scenarios
  - m. Add pump controls for Timed Pump Scenario

- n. Calibration and review/revisions to model as necessary
- 4. Meetings
  - a. Initial meeting with BCRSD to determine necessary scenarios desired, assume virtual meeting
  - b. Meeting to discuss findings of model, assume in person meeting
- 5. Deliverables
  - a. Graphs of LPS outlet structure to see pump run times
  - b. Tables of Pump run times
  - c. Executive summary of findings

EXCLUSIONS and Services Not Included with this Task Order. The following services are specifically excluded from the Scope of Work but may be provided at Engineer's current standard hourly rates as submitted in this Proposal.

1. Design of any of the proposed projects recommended/discovered as part of the Executive Summary.
2. Modeling of wastewater collection system beyond the defined subdivisions as listed in Scope of Work.
3. Modeling of additional demand scenarios beyond the defined number listed in Scope of Work.
4. Bidding and construction administration.
5. Attending additional meetings beyond those listed in the Scope of Work.
6. Conducting additional site visits beyond those listed in the Scope of Work.
7. Deed research and legal descriptions for easements.
8. Easement acquisition assistance.
9. Coordination with property owners.
10. Permitting.
11. Geotechnical investigations of any kind.
12. Hydrogeological evaluations of any kind.
13. Environmental, archaeological, and cultural evaluations of any kind.
14. Assistance in obtaining project financing and loans.
15. Participation in and/or preparation for public meetings and hearings.
16. Pre-bid meetings.
17. Construction Phase services.
18. Services resulting from significant changes in the scope, extent, or character of the portions of the project designed or specified by the Consultant including, but not limited to, changes in size, complexity, Client's schedule, character of construction, and method of financing. These services may also be as a result of changes in laws or regulations or other causes beyond the Consultant's control.
19. Serving as a consultant or witness for the Client in any litigation, arbitration, and/or other dispute resolution process related to the project.
20. Requirements and/or preparation of applications, documents, and reports for grants.
21. Other services performed by the Consultant not otherwise provided for in this Scope of Work.





### Client Responsibilities

Client's responsibilities in the completion of this Scope of Work are as follows:

1. General Obligations. All obligations as listed in the Master Service Agreement.
2. Provide specific subdivision boundaries for limits of Sewer GEMS model study.
3. Provide Consultant with requested drinking water demand data to be inputted into the Sewer GEMS model.
4. Provide Consultant with the current sewer pump model information – specifically, the pump curve, duty point, and for which connections this pump is applicable to.
5. Coordination with Consultant on timely response to meeting requests and data requests.
6. Provide Consultant with pump run times for BCRSD large pump stations and provide pump information (specifically, the pump curve, duty point, and any necessary VFD information).
7. Timely review of draft documents.
8. Provide input on design/model information.

### Schedule

To be determined after discussions with BCRSD – set for completion in 2026

### Fee

Hourly Upper Limit Fee of \$14,923.00



# ATTACHMENT B

DETAILED FEE ESTIMATE

BOONE COUNTY REGIONAL SEWER DISTRICT (BCRSD) SEWER GEMS MODELING Project No.: 18688.P06	Engineer VI		Engineer V		Engineer III		GIS Tech IV		Labor	Trips		Printing or	Expenses	Project	Inflation	Total	
	Hrs	Subtotal	Hrs	Subtotal	Hrs	Subtotal	Hrs	Subtotal	Subtotal Costs	# of Trips	Subtotal	Misc/Other Costs	Subtotal Costs	Subtotal Costs	Factor 4.0%	Project Costs	
<b>Route HH Corridor – Low Pressure Sewer System and BCRSD Lift Stations</b>																	
<b>1. Project scoping</b>																	<b>\$369.20</b>
a. Initial coordination with Client to develop the scope, fee, schedule, and task order	1.0	\$193.00		\$0.00	1.0	\$162.00		\$0.00	\$355.00		\$0.00		\$0.00	\$355.00	\$14.20		\$369.20
<b>2. Project management</b>																	<b>\$1,107.60</b>
a. Internal administration of contract, invoices, and project documentation	1.0	\$193.00		\$0.00		\$0.00		\$0.00	\$193.00		\$0.00		\$0.00	\$193.00	\$7.72		\$200.72
b. Coordination with Client including weekly status updates by email		\$0.00		\$0.00	1.0	\$162.00		\$0.00	\$162.00		\$0.00		\$0.00	\$162.00	\$6.48		\$168.48
c. Internal team meetings	2.0	\$386.00		\$0.00	2.0	\$324.00		\$0.00	\$710.00		\$0.00		\$0.00	\$710.00	\$28.40		\$738.40
<b>3. Modeling</b>																	<b>\$11,411.92</b>
a. Integration of aerial map in Sewer GEMS model		\$0.00	1.0	\$182.00	2.0	\$324.00		\$0.00	\$506.00		\$0.00		\$0.00	\$506.00	\$20.24		\$526.24
b. Downloading and Processing of LiDAR publicly available topographical data		\$0.00		\$0.00		\$0.00	3.0	\$357.00	\$357.00		\$0.00		\$0.00	\$357.00	\$14.28		\$371.28
c. Integration of LiDAR topographical data in Sewer GEMS Model		\$0.00	1.0	\$182.00	2.0	\$324.00	1.0	\$119.00	\$625.00		\$0.00		\$0.00	\$625.00	\$25.00		\$650.00
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	8.0	\$952.00	\$952.00	1.0	\$50.00		\$50.00	\$1,002.00	\$40.08		\$1,042.08
e. Export of BCRSD online GIS data into Shapefiles to be uploaded to Model		\$0.00		\$0.00	1.0	\$162.00	3.0	\$357.00	\$519.00		\$0.00		\$0.00	\$519.00	\$20.76		\$539.76
f. Integration of Shapefiles into Model and review of proper integration		\$0.00	1.0	\$182.00	10.0	\$1,620.00	1.0	\$119.00	\$1,921.00		\$0.00		\$0.00	\$1,921.00	\$76.84		\$1,997.84
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	\$972.00		\$0.00		\$0.00	\$972.00	\$38.88		\$1,010.88
h. Integration of actual water sold data, provided by BCRSD, into each home's sanitary loading		\$0.00		\$0.00	4.0	\$648.00		\$0.00	\$648.00		\$0.00		\$0.00	\$648.00	\$25.92		\$673.92
i. Development of alternate pump curves for other pumps present throughout the system		\$0.00		\$0.00	2.0	\$324.00		\$0.00	\$324.00		\$0.00		\$0.00	\$324.00	\$12.96		\$336.96
j. Verify BCRSD pump station's pump sizing		\$0.00		\$0.00	1.0	\$162.00		\$0.00	\$162.00		\$0.00		\$0.00	\$162.00	\$6.48		\$168.48
k. Integration of BCRSD pump station pump run times for accurate downstream pumping	1.0	\$193.00		\$0.00	3.0	\$486.00		\$0.00	\$679.00		\$0.00		\$0.00	\$679.00	\$27.16		\$706.16
l. Development of Various scenarios for alternatives to be evaluated		\$0.00	3.0	\$546.00	4.0	\$648.00		\$0.00	\$1,194.00		\$0.00		\$0.00	\$1,194.00	\$47.76		\$1,241.76
i. Scenarios to be determined by BCRSD and Bartlett & West to see what would provide most value		\$0.00		\$0.00		\$0.00		\$0.00	\$0.00		\$0.00		\$0.00	\$0.00	\$0.00		\$0.00
ii. Assuming development of up to 5 scenarios		\$0.00		\$0.00		\$0.00		\$0.00	\$0.00		\$0.00		\$0.00	\$0.00	\$0.00		\$0.00
m. Add pump controls for Timed Pump Scenario		\$0.00	1.0	\$182.00	2.0	\$324.00		\$0.00	\$506.00		\$0.00		\$0.00	\$506.00	\$20.24		\$526.24
n. Calibration and review/revisions to model as necessary		\$0.00	5.0	\$910.00	4.0	\$648.00		\$0.00	\$1,558.00		\$0.00		\$0.00	\$1,558.00	\$62.32		\$1,620.32
<b>4. Meetings</b>																	<b>\$1,159.60</b>
a. Initial meeting with BCRSD to determine necessary scenarios desired, assume virtual meeting	1.0	\$193.00		\$0.00	1.0	\$162.00		\$0.00	\$355.00		\$0.00		\$0.00	\$355.00	\$14.20		\$369.20
b. Meeting to discuss findings of model, assume in person meeting	2.0	\$386.00		\$0.00	2.0	\$324.00		\$0.00	\$710.00	1.0	\$50.00		\$50.00	\$760.00	\$30.40		\$790.40
<b>5. Deliverables</b>																	<b>\$874.64</b>
a. Graphs of LPS outlet structure to see pump run times		\$0.00		\$0.00	1.0	\$162.00		\$0.00	\$162.00		\$0.00		\$0.00	\$162.00	\$6.48		\$168.48
b. Tables of Pump run times		\$0.00		\$0.00	1.0	\$162.00		\$0.00	\$162.00		\$0.00		\$0.00	\$162.00	\$6.48		\$168.48
c. Executive summary of findings	1.0	\$193.00		\$0.00	2.0	\$324.00		\$0.00	\$517.00		\$0.00		\$0.00	\$517.00	\$20.68		\$537.68
<b>TOTALS</b>	<b>9.0</b>	<b>\$1,737.00</b>	<b>12.0</b>	<b>\$2,184.00</b>	<b>52.0</b>	<b>\$8,424.00</b>	<b>16.0</b>	<b>\$1,904.00</b>	<b>\$14,249.00</b>	<b>2.0</b>	<b>\$100.00</b>	<b>\$-</b>	<b>\$100.00</b>	<b>\$14,349.00</b>	<b>\$573.96</b>		<b>\$14,922.96</b>

\*Note: 62 miles per round trip \* \$0.80/mile = \$49.60 per trip - round to \$50.00 per trip

# **ATTACHMENT C**

PROPOSED PAYMENT SCHEDULE

**BCRSD ROUTE HH CORRIDOR SEWER MODEL INVOICING SCHEDULE**

<b>Month/Year</b>	<b>Tasks</b>	<b>Anticipated Invoice Amount</b>
Jan-26	PM tasks	\$4,000.00
	Initial kickoff meeting	
	Data request and evaluation	
	Initial model setup	
	Incorporation of shape files	
	Download LiDAR Topo	
Feb-26	PM tasks	\$8,000.00
	Field rim elevation pickups	
	Model scenario development	
	Model pump condition inputs	
	Integrate actual flow data	
	Calibration/review	
Mar-26	Review meeting with staff	\$2,923.00
	Print graphs & tables	
	Write executive summary	
	Final Deliverable to BCRSD	
<b>Total:</b>		<b>\$14,923.00</b>

# **ATTACHMENT D**

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).

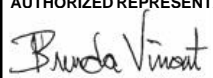
<b>PRODUCER</b> IMA, Inc. - Kansas City 11350 Switzer Rd Suite 200 Overland Park KS 66210	<b>CONTACT NAME:</b> IMA Certificate Team	
	<b>PHONE (A/C, No. Ext):</b>	<b>FAX (A/C, No):</b>
<b>E-MAIL ADDRESS:</b> certificates@imacorp.com		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURER A :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

**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"/> <b>COMMERCIAL GENERAL LIABILITY</b> <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 <input type="checkbox"/> 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	<b>AUTOMOBILE LIABILITY</b> <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"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			6043288583	7/1/2025	7/1/2026	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> 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 Professional Liability			AEH591970792 AEH591970792	7/1/2025 7/1/2025	7/1/2026 7/1/2026	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.

<b>CERTIFICATE HOLDER</b>  Sample Certificate for Qualification Purposes	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b> 

© 1988-2015 ACORD CORPORATION. All rights reserved.

# ATTACHMENT E

HOURLY RATE SCHEDULE



**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		
	I	132.00	GIS Developer/DBA VI	\$231.00
			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 F

## 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>
<b>REPRODUCTION</b>			
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
<b>FIELD EQUIPMENT &amp; MATERIALS</b>			
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
<b>VEHICLES</b>			
Trucks, Cars, SUV's - all vehicles	IRS rate to \$0.85	Mile	varies
Off-Road Vehicle incl. Trailer	\$ 130.00	Day	ORVT
<b>MISCELLANEOUS</b>			
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](http://www.bartlettwest.com)

November 19, 2025

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

Re: Proposal for Quantrill's Pass Sewer Model

Daniel/Jesse,

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

- Scope of Work (See **Attachment A**)
- Basis of Compensation (fee estimate spreadsheet – **Attachment B**)
  - We propose that the contract be structured on an hourly basis with an upper limit of \$7,870.00. The detailed hours estimate can be referenced in **Attachment B**. Note that our fee estimate includes an assumed inflation factor of 4% to account for 2026 charge rate adjustments. We will provide our 2026 charge rate and reimbursement schedules when they become available.
- Proposed Payment Schedule (See **Attachment C**).
  - 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 D**).
- 2025 Hourly Rate Schedule (See **Attachment E**).
- 2025 Schedule of Reimbursable Expenses (See **Attachment F**).

Should you need any additional information in preparation of the Contract, please do not hesitate to contact us.

Sincerely,

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

# ATTACHMENT A

SCOPE OF WORK

**EXHIBIT A**  
**SCOPE OF WORK**  
**BOONE COUNTY REGIONAL SEWER DISTRICT (BCRSD)**  
**SEWER GEMS MODELING – QUANTRILL’S PASS**  
Bartlett & West Project Number: 18688.P07

Background

Boone County Regional Sewer District (BCRSD) has reached out to Bartlett & West for the development of a Sewer GEMS Bentley Model for specific portions of their wastewater collection system. This Sewer GEMS model will pull information from the BCRSD Online ArcGIS database and additional specific information (such as pump type, demand, possibly spot elevations, etc.) will be provided by BCRSD for implementation into the Sewer GEMS model. The purpose of the model is to evaluate the force main sizing throughout the specific locations selected to determine if the pipe sizing is adequate. Moreover, the model will provide BCRSD with a quick interactive tool to determine if a home or group of homes is able to connect to the system in it’s current state or if upgrades would be necessary.

Scope of Work

The Consultant will perform the following tasks in relation to the project.

**Quantrill’s Pass – Low Pressure Sewer System**

1. Project scoping
  - a. Initial coordination with Client to develop the scope, fee, schedule, and task order
2. Project management
  - a. Internal administration of contract, invoices, and project documentation
  - b. Coordination with Client including weekly status updates by email
  - c. Internal team meetings
3. Modeling
  - a. Integration of aerial map in Sewer GEMS model
  - b. Downloading and Processing of LiDAR publicly available topographical data
  - c. Integration of LiDAR topographical data in Sewer GEMS Model
  - d. **OPTIONAL TASK:** Field Survey verification of pump well rim elevations and dimensions (depth and diameter) for accurate model sizing
  - e. Export of BCRSD online GIS data into Shapefiles to be uploaded to Model
  - f. Integration of Shapefiles into Model and review of proper integration
  - g. Addition of individual service wet wells and pumps for each home in area to be modeled
  - h. Integration of actual water sold data, provided by BCRSD, into each home’s sanitary loading
  - i. Development of alternate pump curves for other pumps present throughout the system
  - j. Development of Various scenarios for alternatives to be evaluated
    - i. Scenarios to be determined by BCRSD and Bartlett & West to see what would provide most value
    - ii. Assuming development of up to 5 scenarios
  - k. Add pump controls for Timed Pump Scenario
  - l. Calibration and review/revisions to model as necessary
4. Meetings

- a. Initial meeting with BCRSD to determine necessary scenarios desired, assume virtual meeting
  - b. Meeting to discuss findings of model, assume virtual meeting
5. Deliverables
- a. Graphs of LPS outlet structure to see pump run times
  - b. Tables of Pump run times
  - c. Executive summary of findings

EXCLUSIONS and Services Not Included with this Task Order. The following services are specifically excluded from the Scope of Work but may be provided at Engineer's current standard hourly rates as submitted in this Proposal.

1. Design of any of the proposed projects recommended/discovered as part of the Executive Summary.
2. Modeling of wastewater collection system beyond the defined subdivisions as listed in Scope of Work.
3. Modeling of additional demand scenarios beyond the defined number listed in Scope of Work.
4. Bidding and construction administration.
5. Attending additional meetings beyond those listed in the Scope of Work.
6. Conducting additional site visits beyond those listed in the Scope of Work.
7. Deed research and legal descriptions for easements.
8. Easement acquisition assistance.
9. Coordination with property owners.
10. Permitting.
11. Geotechnical investigations of any kind.
12. Hydrogeological evaluations of any kind.
13. Environmental, archaeological, and cultural evaluations of any kind.
14. Assistance in obtaining project financing and loans.
15. Participation in and/or preparation for public meetings and hearings.
16. Pre-bid meetings.
17. Construction Phase services.
18. Services resulting from significant changes in the scope, extent, or character of the portions of the project designed or specified by the Consultant including, but not limited to, changes in size, complexity, Client's schedule, character of construction, and method of financing. These services may also be as a result of changes in laws or regulations or other causes beyond the Consultant's control.
19. Serving as a consultant or witness for the Client in any litigation, arbitration, and/or other dispute resolution process related to the project.
20. Requirements and/or preparation of applications, documents, and reports for grants.
21. Other services performed by the Consultant not otherwise provided for in this Scope of Work.



### Client Responsibilities

Client's responsibilities in the completion of this Scope of Work are as follows:

1. General Obligations. All obligations as listed in the Master Service Agreement.
2. Provide specific subdivision boundaries for limits of Sewer GEMS model study.
3. Provide Consultant with requested drinking water demand data to be inputted into the Sewer GEMS model.
4. Provide Consultant with the current sewer pump model information – specifically, the pump curve, duty point, and for which connections this pump is applicable to.
5. Coordination with Consultant on timely response to meeting requests and data requests.
6. Provide Consultant with pump run times for BCRSD large pump stations and provide pump information (specifically, the pump curve, duty point, and any necessary VFD information).
7. Timely review of draft documents.
8. Provide input on design/model information.

### Schedule

To be determined after discussions with BCRSD – set for completion in 2026

### Fee

Hourly Upper Limit Fee of \$7,870.00.





# ATTACHMENT B

DETAILED FEE ESTIMATE

BOONE COUNTY REGIONAL SEWER DISTRICT (BCRSD) SEWER GEMS MODELING Project No.: 18688.P07	Engineer VI		Engineer III		GIS Tech IV		Labor	Trips		Printing or	Expenses	Project	Inflation	Total
	Hrs	Subtotal	Hrs	Subtotal	Hrs	Subtotal	Subtotal Costs	# of Trips	Subtotal	Misc/Other Costs	Subtotal Costs	Subtotal Costs	Factor 4.0%	Project Costs
<b>Quantrill's Pass – Low Pressure Sewer System</b>														
<b>1. Project scoping</b>														<b>\$184.60</b>
a. Initial coordination with Client to develop the scope, fee, schedule, and task order	0.5	\$96.50	0.5	\$81.00		\$0.00	\$177.50		\$0.00		\$0.00	\$177.50	\$7.10	<b>\$184.60</b>
<b>2. Project management</b>														<b>\$638.04</b>
a. Internal administration of contract, invoices, and project documentation	0.5	\$96.50		\$0.00		\$0.00	\$96.50		\$0.00		\$0.00	\$96.50	\$3.86	<b>\$100.36</b>
b. Coordination with Client including weekly status updates by email		\$0.00	1.0	\$162.00		\$0.00	\$162.00		\$0.00		\$0.00	\$162.00	\$6.48	<b>\$168.48</b>
c. Internal team meetings	1.0	\$193.00	1.0	\$162.00		\$0.00	\$355.00		\$0.00		\$0.00	\$355.00	\$14.20	<b>\$369.20</b>
<b>3. Modeling</b>														<b>\$5,233.28</b>
a. Integration of aerial map in Sewer GEMS model		\$0.00	1.0	\$162.00		\$0.00	\$162.00		\$0.00		\$0.00	\$162.00	\$6.48	<b>\$168.48</b>
b. Downloading and Processing of LiDAR publicly available topographical data		\$0.00		\$0.00	3.0	\$357.00	\$357.00		\$0.00		\$0.00	\$357.00	\$14.28	<b>\$371.28</b>
c. Integration of LiDAR topographical data in Sewer GEMS Model		\$0.00	1.0	\$162.00	1.0	\$119.00	\$281.00		\$0.00		\$0.00	\$281.00	\$11.24	<b>\$292.24</b>
d. OPTIONAL TASK: Field Survey verification of pump well rim elevations and dimensions (depth and diameter) for accurate model sizing		\$0.00		\$0.00	8.0	\$952.00	\$952.00	1.0	\$50.00		\$50.00	\$1,002.00	\$40.08	<b>\$1,042.08</b>
e. Export of BCRSD online GIS data into Shapefiles to be uploaded to Model		\$0.00	1.0	\$162.00	3.0	\$357.00	\$519.00		\$0.00		\$0.00	\$519.00	\$20.76	<b>\$539.76</b>
f. Integration of Shapefiles into Model and review of proper integration		\$0.00	2.0	\$324.00	1.0	\$119.00	\$443.00		\$0.00		\$0.00	\$443.00	\$17.72	<b>\$460.72</b>
g. Addition of individual service wet wells and pumps for each home in area to be modeled		\$0.00	3.0	\$486.00		\$0.00	\$486.00		\$0.00		\$0.00	\$486.00	\$19.44	<b>\$505.44</b>
h. Integration of actual water sold data, provided by BCRSD, into each home's sanitary loading		\$0.00	2.0	\$324.00		\$0.00	\$324.00		\$0.00		\$0.00	\$324.00	\$12.96	<b>\$336.96</b>
i. Development of alternate pump curves for other pumps present throughout the system		\$0.00	2.0	\$324.00		\$0.00	\$324.00		\$0.00		\$0.00	\$324.00	\$12.96	<b>\$336.96</b>
j. Development of Various scenarios for alternatives to be evaluated		\$0.00	3.0	\$486.00		\$0.00	\$486.00		\$0.00		\$0.00	\$486.00	\$19.44	<b>\$505.44</b>
i. Scenarios to be determined by BCRSD and Bartlett & West to see what would provide most value														
ii. Assuming development of up to 5 scenarios														
k. Add pump controls for Timed Pump Scenario		\$0.00	2.0	\$324.00		\$0.00	\$324.00		\$0.00		\$0.00	\$324.00	\$12.96	<b>\$336.96</b>
l. Calibration and review/revisions to model as necessary		\$0.00	2.0	\$324.00		\$0.00	\$324.00		\$0.00		\$0.00	\$324.00	\$12.96	<b>\$336.96</b>
<b>4. Meetings</b>														<b>\$1,107.60</b>
a. Initial meeting with BCRSD to determine necessary scenarios desired, assume virtual meeting	1.0	\$193.00	1.0	\$162.00		\$0.00	\$355.00		\$0.00		\$0.00	\$355.00	\$14.20	<b>\$369.20</b>
b. Meeting to discuss findings of model, assume virtual meeting	2.0	\$386.00	2.0	\$324.00		\$0.00	\$710.00		\$0.00		\$0.00	\$710.00	\$28.40	<b>\$738.40</b>
<b>5. Deliverables</b>														<b>\$706.16</b>
a. Graphs of LPS outlet structure to see pump run times		\$0.00	1.0	\$162.00		\$0.00	\$162.00		\$0.00		\$0.00	\$162.00	\$6.48	<b>\$168.48</b>
b. Tables of Pump run times		\$0.00	1.0	\$162.00		\$0.00	\$162.00		\$0.00		\$0.00	\$162.00	\$6.48	<b>\$168.48</b>
c. Executive summary of findings	1.0	\$193.00	1.0	\$162.00		\$0.00	\$355.00		\$0.00		\$0.00	\$355.00	\$14.20	<b>\$369.20</b>
<b>TOTALS</b>	<b>6.0</b>	<b>\$1,158.00</b>	<b>27.5</b>	<b>\$4,455.00</b>	<b>16.0</b>	<b>\$1,904.00</b>	<b>\$7,517.00</b>	<b>1.0</b>	<b>\$50.00</b>	<b>\$-</b>	<b>\$50.00</b>	<b>\$7,567.00</b>	<b>\$302.68</b>	<b>\$7,869.68</b>

\*Note: 62 miles per round trip \* \$0.80/mile = \$49.60 per trip - round to \$50.00 per trip

# **ATTACHMENT C**

PROPOSED PAYMENT SCHEDULE

**BCRSD QUANTRILL'S PASS SEWER MODEL INVOICING SCHEDULE**

<b>Month/Year</b>	<b>Tasks</b>	<b>Anticipated Invoice Amount</b>
Jan-26	PM tasks	\$2,000.00
	Initial kickoff meeting	
	Data request and evaluation	
	Initial model setup	
	Incorporation of shape files	
	Download LiDAR Topo	
Feb-26	PM tasks	\$3,000.00
	Field rim elevation pickups	
	Model scenario development	
	Model pump condition inputs	
	Integrate actual flow data	
	Calibration/review	
Mar-26	Review meeting with staff	\$2,870.00
	Print graphs & tables	
	Write executive summary	
	Final Deliverable to BCRSD	
<b>Total:</b>		<b>\$7,870.00</b>

# **ATTACHMENT D**

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).

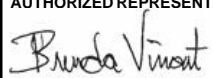
<b>PRODUCER</b> IMA, Inc. - Kansas City 11350 Switzer Rd Suite 200 Overland Park KS 66210	<b>CONTACT NAME:</b> IMA Certificate Team	
	<b>PHONE (A/C, No. Ext):</b>	<b>FAX (A/C, No):</b>
<b>E-MAIL ADDRESS:</b> certificates@imacorp.com		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURER A :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

**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"/> <b>COMMERCIAL GENERAL LIABILITY</b> <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 <input type="checkbox"/> 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	<b>AUTOMOBILE LIABILITY</b> <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"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			6043288583	7/1/2025	7/1/2026	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/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 Professional Liability			AEH591970792 AEH591970792	7/1/2025 7/1/2025	7/1/2026 7/1/2026	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.

<b>CERTIFICATE HOLDER</b>  Sample Certificate for Qualification Purposes	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	<b>AUTHORIZED REPRESENTATIVE</b> 

© 1988-2015 ACORD CORPORATION. All rights reserved.

# ATTACHMENT E

HOURLY RATE SCHEDULE

**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		
	I	132.00	GIS Developer/DBA VI	\$231.00
			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



# ATTACHMENT F

## 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>
<b>REPRODUCTION</b>			
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
<b>FIELD EQUIPMENT &amp; MATERIALS</b>			
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
<b>VEHICLES</b>			
Trucks, Cars, SUV's - all vehicles	IRS rate to \$0.85	Mile	varies
Off-Road Vehicle incl. Trailer	\$ 130.00	Day	ORVT
<b>MISCELLANEOUS</b>			
Per Diem	Federal GSA allowances for lodging, meals & incidentals	Day	
Survey Materials	Actual Cost or Per Contract		
Postage / Shipping	Actual Cost		