

Resolution 20014

AGREEMENT FOR SURVEYING SERVICES
Term and Supply Contract

THIS AGREEMENT, made and entered into this 18th day of March, 2019 by and between the **JACKSON COUNTY, MISSOURI** hereinafter referred to as "County" and **BARTLETT & WEST, INC.**, 800 E 101st Terrace, Suite 350, Kansas City, MO 64131, hereinafter referred to as "Surveyor."

WITNESSETH:

WHEREAS, the County solicited requests for qualifications for the furnishing of On-Call Surveying Services on Request for Qualifications (RFQ) No. 42-18 and received six responses thereon; and,

WHEREAS, the Engineering Division of the Public Works Department evaluated the qualifications and has recommended award of a term and supply contract to Bartlett & West Engineering, Inc., as the most qualified; and,

WHEREAS, Surveyor has agreed to perform On-Call Surveying Services as aforementioned; and,

WHEREAS, Surveyor represents that the firm is equipped, competent, and able to undertake such an assignment;

NOW, THEREFORE, in consideration of the mutual covenants and considerations herein contained, IT IS HEREBY AGREED by the parties hereto as follows:

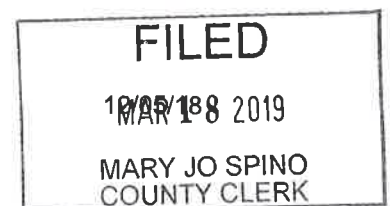
ARTICLE I - SCOPE OF SERVICE TO BE PROVIDED BY THE SURVEYOR:

Surveyor, upon receipt of written notice from the County that this Agreement has been approved, will furnish on-call Surveying services as further described in the Scope of Work attached hereto as Exhibit A and incorporated herein by reference.

ARTICLE II - SCOPE OF SERVICES TO BE PROVIDED BY THE COUNTY:

The County agrees to furnish information and have work done without cost to the Surveyor as follows:

1. Make available to the Surveyor existing records, maps, plans, and other data possessed by County when such are necessary, advisable or helpful to the Surveyor in the completion of its work under this Agreement. The County shall furnish a copy of property ownership information from County tax records.



2. Provide all necessary title work, deeds, plats, etc. as required for the completion of the project and the preparation of the right-of-way and easement plans and descriptions.
3. Provide Standard County forms and/or standard plans as required including contractual sections for bid document.
4. Pay publishing costs for advertisements of notices, public hearings, request for bids, and other similar items. Pay for all permits and licenses that may be required by local, state, or federal authorities. Secure the necessary land, easements and right-of-way required for the project.
5. Designate a representative who will serve as its primary point of contact and who will be authorized to act for and on behalf of the County throughout completion of the services covered by this Agreement.
6. Examine all studies and drafts developed by the Surveyor, obtain reviews by other agencies involved, and render decisions thereon in a prompt manner so as not to delay the Surveyor.

ARTICLE III - TERM OF AGREEMENT :

The term of this Agreement shall be effective upon execution, and extend for twenty-four months. Consultant or County may terminate this Agreement by giving 30 days' written notice to the other party. This Agreement may be renewed at the acceptance of both parties for two additional twelve-month terms. Upon the expiration of the initial term, the parties shall have the option of renewing the Agreement for up to two additional terms of one year each, to be executed in writing and signed by both parties.

ARTICLE IV - COVENANT AGAINST CONTINGENT FEES:

The Surveyor warrants that it has not employed or retained any company or person, other than a bona fide employee working for the Surveyor, to solicit or secure this Agreement and that he has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gifts or any other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the County shall have the right to annul this Agreement without liability, or in its discretion, to deduct from the Agreement the price or consideration or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee plus reasonable attorney's fees.

ARTICLE V - SUBLETTING ASSIGNMENT:

No portion of the work covered by this Agreement, except as provided herein, shall be sublet or transferred without the written consent of the County. The subletting of the work shall in no way relieve the Surveyor of its primary responsibility for the quality and performance of the work.

ARTICLE VI - PROFESSIONAL ENDORSEMENT:

All plans, specifications and other documents shall be endorsed by the Surveyor and shall reflect the name and seal of the Professional Surveyor endorsing the work.

ARTICLE VII - MISCELLANEOUS PROVISIONS:

The following miscellaneous provisions are agreed to by both parties to this Agreement.

1. Inspection of Documents.
The Surveyor shall maintain all records, survey notes, design documents, cost and accounting records, construction records and other records pertaining to this Agreement and to the project covered by this Agreement, for a period of not less than three (3) years following final payment. An authorized representative of the County shall have access to the records for inspection, during regular working hours at the Surveyor's place of business. County shall have the right to audit and inspect Surveyor's records and accounts covering costs hereunder at all reasonable times during the performance of the Services and for a period of three (3) years after the acceptance thereof. Surveyor shall not be required to keep records of or provide access to those of its costs expressed as fixed rates, a lump sum, or of costs, which are expressed in terms of percentages of other costs.
2. Conferences, Visits to Site, Inspection of Work.
A representative of the County shall have the privilege of inspecting and reviewing the work being done by the Surveyor and consulting with its staff at any time. Conferences are to be held at the request of the County or the Surveyor.
3. Accuracy of Work. The Surveyor shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections resulting from errors and omissions on the part of the Surveyor without additional compensation. Acceptance of the work by the County will not relieve the Surveyor of the responsibility for subsequent correction of any such errors and the clarification of any ambiguities during construction. The Surveyor shall give immediate attention to these revisions or corrections so there will be a minimum of delay to the project or to the contractor.
4. Relationship with Others. The Surveyor shall cooperate fully with Surveyors on adjacent projects, municipalities, local government officials, public utility companies, and others as may be directed by the County. This shall include attendance at meetings, discussions and hearings, as may be requested by the County; furnishing plans and other data as may be requested from time to time by the County, and compliance with all directives issued by the County.

5. **Ownership of Documents.** Plans, electronic data, CADD drawings (current version by the County), image files, aerial photos, project site pictures, legal description documents, maps and specifications prepared under this Agreement shall be delivered to and become the property of the County upon termination or completion of work and payment of all fees due under the Agreement. Basic survey notes, design computations and other data prepared under this Agreement shall be made available to the County upon request. All such information produced under this Agreement shall be available for use by the County without restriction or limitation on its use. If the County incorporates any portion of the work into a project other than that for which it was performed, the County shall save the Surveyor harmless from any claims and liabilities resulting from such use.
6. **Termination.** Surveyor or the County may terminate this Agreement by giving written notice to the other party. Termination of this Agreement shall not constitute a waiver of the rights or obligations which County or Surveyor may be entitled to receive or be obligated to perform under this Agreement. Should this Agreement terminate, all books, brochures, fliers, lists, and all other County materials must be delivered and returned by the Surveyor to the County within 15 calendar days of the demand of the County.

If the Agreement is terminated due to the Surveyor's service being unsatisfactory in the judgment of the County, or if the Surveyor fails to prosecute the work with due diligence, the County may procure completion of the work in such manner as it deems to be in the best interest of the County. The Surveyor will be responsible for any excess cost in addition to that provided for in this Agreement or any damages the County may sustain by reason of the termination of this Agreement due to unsatisfactory performance or prosecution.

7. **Successors and Assigns.** The County and the Surveyor each bind themselves, their successors, executors, administrators, and assigns to the other party to this Agreement, and to the successors, executors, administrators, and assigns of such other party in respect to all covenants of this Agreement.
8. **Responsibility for Claims and Liability.** The Surveyor shall be responsible for any and all damage to property or persons while performing work under this agreement, and shall indemnify and save harmless the County, its officers, and employees from all suits, claims, actions, or damages of any nature whatsoever resulting from the negligence or willful misconduct of the Surveyor in the performance of work under this Agreement.
9. **Compliance with Laws.** The Surveyor shall keep itself fully informed of all existing and current regulations of the County, State, and Federal laws which in any way limit or control the actions or operations of those engaged upon the work, or affecting the materials supplied to or by them. It shall at all times observe and comply with all ordinance, laws, and regulations, and shall protect and indemnify the County against any claims or liability arising from or based on any violations of the same. This Agreement shall be governed by and interpreted

in accordance with the laws of Missouri excluding provisions thereof which would apply the laws of another jurisdiction.

10. Nondiscrimination. The Surveyor, with regard to the work performed by it after award and prior to completion of the contract work, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors. The Surveyor will comply with Title VI of the Civil Rights Act of 1964, as amended. More specifically, the Surveyor will comply with the regulations of the Department of Transportation relative to nondiscrimination in federally assisted programs of the Department of Transportation, as contained in 49 CFR 21 through Appendix Hand 23 CFR 710.405(b), which are herein incorporated by reference and made a part of this Agreement. In all solicitations either by competitive bidding or negotiation made by the Surveyor for work to be performed under subcontract, including procurement of materials or equipment, each potential subcontractor or supplier shall be notified of the Surveyor's obligations under this Agreement and the regulations relative to nondiscrimination on the grounds of color, race or national origin.
11. Employment of Unauthorized Aliens Prohibited. Pursuant to §285.530.1, RSMo, Organization assures that it does not knowingly employ, hire for employment, or continue to employ an unauthorized alien to perform work within the State of Missouri and/or Jackson County, and shall affirm, by sworn affidavit and provision of documentation, its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. Further, Organization shall sign an affidavit, attached hereto and incorporated herein as Exhibit 8, affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services.
12. Independent Contractor. The Surveyor shall work as an independent contractor and not as an employee of the County. The Surveyor shall be subject to the direction of the County only as to the result to be accomplished and not as to the means and methods for accomplishing the result. The Surveyor shall report all earnings received hereunder as gross income, and be responsible for its own Federal, State, and City withholding taxes and all other taxes, and operate its business independent of the business of the County except as required by this Agreement.
13. Severability. If any covenant or other provision of this Agreement is invalid, or incapable of being enforced, by reasons of any rule of law or public policy, all other conditions and provision of this Agreement shall nevertheless remain in full force and effect and no covenant or provision shall be deemed dependent upon any other covenant or provision unless as expressed herein.

14. Incorporation. This Agreement along with the Surveyor's attached proposal and fee breakdown incorporates the entire understanding and agreement of the parties.
15. Schedule. It is acknowledged that timely performance is an important factor in this Agreement. Surveyor shall perform the work as expeditiously as is consistent with the professional standard of care.
16. Decisions under this Agreement. The County will determine the acceptability of work performed under this Agreement, and will decide all questions which may arise concerning the project. The County's decision shall be final and conclusive.
17. Breach of Contract. The prevailing party, in whole or in part, shall be entitled to reimbursement for all costs and reasonable attorneys' fees in any legal action brought against the other party based on a breach of this Agreement. If recoverable under applicable law and if the party claiming to be the prevailing party recovers above a bona fide written settlement offer from the other party. If neither is met, the parties bear their own respective attorney's fees, expert fees and court costs
18. Safety Requirements. Surveyor shall make every reasonable effort to perform the Services in a manner complying with all applicable safety legislation and with applicable environmental laws, rules, and regulation in force at the time of development of designs. Surveyor shall also be responsible for the safety of its own employees at all times during the performance of any Request for Services.
19. Purchase Orders. In the event the County uses a purchase order form to administer this Agreement, the use of such form shall be for convenience purposes only and any typed provision in conflict with the terms of this Agreement and all-preprinted terms and conditions contained in or on such forms shall be deemed stricken and null and void.

ARTICLE VIII- STANDARD OF CARE

Surveyor represents that it shall perform the services in accordance with the standards of care and diligence normally practiced by recognized Surveying firms in performing services of a similar nature. If during the two year period following the earlier of completion or termination of the Services under the applicable Request for Service it is shown there is an error in the Services caused solely by the Surveyor's failure to meet such standards, and County has promptly notified Surveyor of any such error within that period, Surveyor shall perform, at Surveyor's cost(s), such corrective Surveying services as may be necessary to remedy such error.

ARTICLE IX -INSURANCE AND INDEMNIFICATION:

SURVEYOR'S LIABILITY INSURANCE: Surveyor shall purchase and maintain such

insurance as listed in the Department of the Treasury, Federal Register as will protect itself against loss from its alleged or actual liability to satisfy those claims which are set forth below and which may arise out of or result from Surveyor's operations under the Agreement, whether such operations be by itself or by anyone for whose acts it may be liable:

- (A) Claims under workers compensation, disability benefits and other similar employee statutes;
- (B) Claims for damages for bodily injury, occupational sickness or disease, or death of its employees and any person other than its employees;
- (C) Claims for damages for personal injury sustained (1) by any person as a result of an act directly or indirectly related to the employment of such person by the Surveyor, or (2) by any other person;
- (D) Claims for damages for injury to or destruction of tangible property, including loss of use resulting there from; and
- (E) Claims for damages for bodily injury or death of any person or property damage arising out of the ownership, maintenance or use of any motor vehicle whether it is owned, non-owned, hired or rented.

The insurance required by the preceding paragraph shall be written for not less than a combined single limit for bodily injury and property damage of \$300,000.00 each person; \$2,000,000.00 each occurrence.

PROFESSIONAL LIABILITY INSURANCE- The Surveyor shall secure professional liability insurance in the amount of \$1,000,000.00 minimum, per claim/annual appropriate.

The Surveyor will be required to have the County named as an additional insured on all liability policies of insurance except for Professional Liability and Worker's Compensation policies.

SUBCONTRACTORS – If Surveyor shall subcontract any of this work to a third party, Surveyor shall see to it that such third party maintains such insurance and shall furnish evidence thereof to the County. Surveyor will cause all such policies of insurance to name the County as additional insured, where available, and provide indemnification for the County against liability upon the risks insured thereby to the amount of coverage specified therein for the Surveyor.

FILING OF CERTIFICATES OF INSURANCE AND POLICIES WITH THE COUNTY- The Surveyor shall file with the County upon request a copy of all policies of insurance required under the Agreement.

Within ten (10) calendar days of the date when requested or before commencement of the work, Surveyor shall file with the County's Public Works Director, certificates

acceptable to him of the insurance required by the Agreement. These certificates shall contain a provision that coverage's afforded under the policies will not be canceled until at least thirty (30) days prior written notice of cancellation has been given to the County's Public Works Department Director. Failure to so file these certificates is a breach hereof.

INDEMNIFICATION- The Surveyor agrees to indemnify and save harmless the County, against all damages to property, structures and utilities together with all claims for damages arising out of personal injury, including accidental death, to the extent such damages are caused by Surveyor's negligent acts or the negligent acts of the Surveyor's subcontractors, agents or employees, in the performance of work under this Agreement.


ARTICLE X- PAYMENTS TO THE SURVEYOR:


For the Survey services performed by Surveyor under this Agreement and as full compensation therefore, and for all expenditures made and all expenses incurred by Surveyor in connection with this Agreement, except as otherwise expressly provided herein, subject to conformance with *all* provisions of this Agreement, County will pay Surveyor in accordance with the Schedule of Hourly Charges and the Schedule of Reimbursable Cost/Charges, included in Exhibit A.

IN WITNESS WHEREOF, Jackson County, Missouri, has caused these presents to be executed in its behalf by its duly authorized agent; and the Surveyor has hereunto set its hand and seal.

JACKSON COUNTY, MISSOURI

BARTLETT & WEST, INC.

By: 
Bob Crutsinger
Director of Finance and Purchasing

By: 
Surveyor
Federal Tax ID 4A-0770612

APPROVED AS TO FORM:

ATTEST:


Jay Haden
Interim County Counselor


Mary Jo Spino
Clerk of the Legislature

REVENUE

CERTIFICATE

This award is made on a need basis and does not obligate Jackson County to pay any specific amount. The availability of funds for specific purchases is subject to annual appropriations.

01/18/2019
Date

Mark M. Sahitor
Director of Finance and Purchasing

ACCOUNT NUMBER(S) TO BE CHARGED:

Department	Account Number	Amount

FMS CONTRACT NUMBER ASSIGNED TO THIS CONTRACT: _____

EXHIBIT A

Surveyor's Proposal including Breakdown of Estimated Fees by Task and Man-Hours.

PROPOSAL FOR



JACKSON COUNTY
Public Works Department

Jackson County Technology Center
303 West Walnut Street
Independence, Missouri 64050
jacksongov.org

(816) 881-4530
Fax: (816) 881-4448

Memorandum

To: Barbara Casamento, Purchasing Supervisor

From: Brian Gaddie P.E., Director of Public Works 

Date: September 24, 2018

Re: RFP 42-18 Professional Survey Services

Committee Evaluation and Recommendation

On August 14, 2018, Jackson County Finance and Purchasing Department received six qualified responses to the Request for Proposals 42-18 for Professional Survey Services for the Public Works and other departments. The selection committee has reviewed the submittals and based on responsiveness, experience, qualifications, and references has selected Bartlett and West as the best submittal.

Attached for your use is Bartlett and Wests Fee Schedule for this proposal, along with our scoring sheet.

Let me know if you have any questions.

Frank White, Jr., County Executive

**STATEMENT OF QUALIFICATIONS NO. 42-18 SURVEYING SERVICES
SELECTION SUMMARY SHEET**

COMPOSITE RANKING

DATE: SEPTEMBER 5, 2018

COMMITTEE SCORING FOR EACH FIRM

FIRM NAME	Responsiveness to RFQ	Experience and Qualifications	References	SCORE
	5 points max	60 points max	35 points max	100 points max
BCH RHOADS	5	45	25	75
PARS CONSULTING	5	40	15	60
POWELL	5	50	30	85
OLSSON	5	55	35	95
BARTLETT AND WEST	5	57	35	97
WILSON AND CO	5	55	32	92

YOUR TEAM

ADHERENCE TO SCOPE OF SERVICES



1.0 INTRODUCTION

We understand this term and supply contract for Professional Survey Services to the Jackson County, Missouri Department of Public Works is for a 24-month term with two, 12-month extension options. We also understand the County estimates it will spend \$50,000 annually on these services.

2.0 SCOPE OF SERVICES

2.1 LEGAL, DESIGN AND CONSTRUCTION SURVEY SERVICES

Bartlett & West is equipped, competent and able to undertake all types of legal, design and construction surveys and related services including, but not limited to the following sections:

2.1.1 Land Surveying Services

Bartlett & west can provide land survey services using terrestrial, mobile scanning, photogrammetry, horizontal, vertical and aerial control, topography, cross-sections, profiles, utility locates, benchmarks, establishment of section lines and corners, staking of right-of-way lines and as-built drawings, land features and structures.

Our team of experts offer the full range of survey services. Our survey crew is led by our survey manager

Dustin Kaiser, PLS. Dustin employs the latest surveying technology to efficiently gather our mapping data including a robotic total station and a GPS unit that utilizes MoDOT's RTK network. This technology allows him to efficiently and accurately gather data that will become the basis for our design.

Bartlett & West also owns static and mobile terrestrial Light Detection and Ranging (LiDAR) units that can be utilized to quickly gather data on a complex project in an urban environment. On each project, we evaluate the best form of data collection for the site and the intent of the design. We have utilized both LiDAR and more conventional methods on recent MoDOT projects.

During the past few years, Bartlett & West has made significant investments in our surveying technology to provide our clients with the most accurate and user-friendly deliverables possible.

Bartlett & West was among the first firms to adopt LiDAR technology as it became readily available. Bartlett & West can fully assemble two static LiDAR crews using the Riegl Vz-400 units and one mobile LiDAR crew using the Riegl VMX-450 unit.

To date, we have found our environment to be more than adequate for the data processing required for our projects. We have SAN storage and no issue with our capability to manage these large datasets. The TopoDOT software that

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we use to process the data helps our computers filter out data, making it less impactful on the hardware and the functionality of the software.

We also have a dedicated network drive, and we are able to load and unload data across our internal network with the same functionality as if the data was local. These things together help U.S. maintain an efficient workflow process. Below are some examples.

Mobile

In 2016, MoDOT asked U.S. to scan several areas on Route 58 in Cass County with our mobile unit as a demonstration project. The purpose of this was not only to check the aerial LiDAR for accuracy, but also to pilot a project for vertical clearance on I-49 where Route 58 crossed over the interstate, since aerial scans cannot see under bridges.

Another demonstration area on the Cass 58 project was to check the use of mobile LiDAR to check cross slopes on existing sidewalk for compliance with ADA guidelines.

Static

Bartlett & West has been MoDOT's go-to on-call LiDAR consultant for unusual or difficult surveys. The Central District needed precise mapping and topography for a sidewalk project through downtown Lebanon that had a very busy multi-lane street.

Obtaining survey data conventionally during daylight hours would disrupt traffic, put surveyors in danger and be time consuming. Bartlett & West was called upon to provide a LiDAR solution under these conditions in a compressed schedule. Taking advantage of the technology, the best

time to survey was at night when the streets were relatively empty.

A static LiDAR unit mounted on the bed of a pickup truck using successive setups in the middle of the street was a great solution for gathering the LiDAR data. Another technique employed on this job was to put engineers on the ground after the initial topo map was printed for a quality check as well as field crews providing underground storm sewer flowlines. The details of wall decorations through the windows of lighted buildings were even visible. The project won first place in the survey category competition with American Council of Engineering Companies-Missouri.

Two additional examples of MoDOT calling on Bartlett & West with unusual survey conditions occurred on the same day. MoDOT's Historic Preservation Office contacted MoDOT's photogrammetry manager to inquire about using LiDAR to scan prehistoric cave drawings called petroglyphs. MoDOT's photogrammetry manager called on Bartlett & West. The project required setting up our static LiDAR on an uneven earthen ledge on a telescoping tripod mounted about six feet from the cave floor that was located in a rocky bluff high above the highway. However, on that same day, the Central District needed a solution on a weathered vertical rock face along a multi-lane highway in Jefferson City.

Our LiDAR crews obtained the petroglyph data in southwest Missouri and then rushed to Jefferson City. In the late evening hours, the rock face was scanned with static LiDAR setups at a high point on the opposite bank to avoid traffic. Both of these projects required Bartlett &

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West to come up with creative solutions to fulfill MoDOT's needs. With the petroglyphs, obtaining the data was only the first phase of the solution.

The issue was that the underlying ancient carvings were visible, but had modern graffiti carvings covering them on the soft rock of the cave floor. The processing technique Bartlett & West used was to extract the ancient carvings on a different layer from the modern carvings, thereby electronically separating them.

The deliverable contained 13 separate petroglyphs in a 3D PDF that could be rotated and viewed or even flown-through electronically. The viewable PDF was a way of preserving the petroglyphs to be studied and freezing them in time against the ravages of weathering. Scanning the rock face in Jefferson City required Bartlett & West to employ another unique processing method. This involved rotating the vertical topographic map 90 degrees and mapping the undulating surface as if it were horizontal. This mapping technique re-oriented the data on the vertical face and merged the mapping into the existing surface so the designer could determine a precise interception point for a retaining wall with the uneven rock face. Both of these projects, again, won first place in the survey category with American Council of Engineering Companies-Missouri in the following years.

2.1.2 Field Survey Data

Bartlett & West will provide field survey data on reproducible media and in electronic file format compatible with AutoCAD 2018 or the current version of software used by the County.

Our team has the ability to create basemaps containing baseline, stationing, cross-sections, right-of-way lines, contours and topographic features. We can also submit basemaps and existing ground profiles formatted into layout form using AutoCAD paper space. For an example, see Exhibit A on page 39.

2.1.3 Field Notes

Our field crews understand the importance of taking accurate and complete notes during a project. As seen in the example Exhibit B on page 40, we take pride in capturing the details of a project in a clear, concise and legible manner—ultimately saving time and money. We commit to you that we will deliver high-quality notes on your projects.

2.1.4 Legal Boundary Surveys

The Bartlett & West team has performed legal boundary surveys throughout Missouri for individuals, municipalities and state agencies. From a homeowner needing wanting to build a fence to establishing right-of-way for 17 miles of the Rock Island Rail Corridor, we have done it. Our team is adept at finding and reviewing GLO notes, GLO plats, surveys, deeds, easements, railroad plans, as well as highway and road plans. We also work with local agencies, title companies, Land Survey State Repository and state agencies.

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For examples of boundary, corners and monuments, see Exhibits C-F on pages 41-44, Exhibit H on page 46 and Exhibits N-O on pages 52-53.

2.1.5 Construction Staking

Construction staking is an important part of the survey process because it helps identify everything—utilities, corners, land grades and structures.

Our experienced team understands the significance of this step in the process and has performed this task hundreds of times with accuracy and precision. We will do the same for the County. For an example of construction staking see Exhibit F on pages 44.

2.1.6 Legal Descriptions and Exhibits

Our staff routinely drafts legal descriptions and exhibits for property, right-of-way and easements for acquisition. We will prepare the same documents for the County in your preferred format. For examples, see Exhibits G-M on pages 44-51.

2.1.7 Miscellaneous Survey Services

During the past four years, we have worked on a variety of surveys for Jackson County—Parks and Recreation Department, the Rock Island Railroad and Miller and Helmig roads.

Survey work has included boundary, design, utility locates, topographic features, storm and sanitary sewer manholes (size, depth and type), O and E reports, plotting existing

easements, right-of-way information and easement descriptions/

We have worked with Jackson County on encroachment surveys on nine parcels along the Rock Island Corridor and prepared a centerline survey of the Rock Island Railroad tying the existing centerline to section and quarter section lines so that years down the road the centerline could be reestablished. For examples, see Exhibits N-O on pages 52-53.

2.1.8 Potholing/vacuum excavation

Partnering with Cantex, we completed a vacuum excavation of numerous critical utility locations for a stormwater project in Kirksville, Missouri. The survey crews staked the excavation location, obtain a horizontal and vertical utility location and provide the information to the engineers designing the project.

2.1.9 Other Services

Please see Other Services section starting on page 64.

2.2 MISSOURI REGISTERED LAND SURVEYOR

The two land surveyors included in this proposal are Dustin Kaiser (MO 002729) and Steve Marino (MO 2010000245). In addition, Bartlett & West is licensed in Missouri to perform surveying services (MO 2005013257).

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2.3 ACCURACY

Bartlett & West shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections resulting from errors and omissions on the part of the company without additional compensation.

Our survey crew leaders and engineering technicians are cross-trained and understand both the field and office sides of data collection and mapping development. When the field crew knows how to produce the deliverable as well as collect the data, the right data is obtained and displayed efficiently and with high accuracy.

Our cross-trained technicians are experienced in GIS and CADD software and are used during various stages of projects depending upon the level of accuracy required.

2.4 FINAL DOCUMENTS

2.4.1 Project Information

Bartlett & West understands that all final drawings, plans, specifications and/or other documents submitted to the County shall bear the project name, county project number, date of submittal and the name and seal of the Missouri Registered Land Surveyor responsible for the work.

2.4.2 Jackson County Property

Bartlett & West understands that all final drawings, plans, specifications and/or other documents submitted to the County becomes the property of the Jackson County, Missouri Department of Public Works.

**Schedule of Hourly Charges for Jackson County, MO
On-Call Professional Services for 2018-2022**

Engineer/Arch/Landscape Arch XI	\$240.00	Right-of-Way Technician VI	\$123.00
Engineer/Arch/Landscape Arch X	228.00	Right-of-Way Technician V	114.00
Engineer/Arch/Landscape Arch IX	215.00	Right-of-Way Technician IV	103.00
Engineer/Arch/Landscape Arch VIII	198.00	Right-of-Way Technician III	94.00
Engineer/Arch/Landscape Arch VII	182.00	Right-of-Way Technician II	83.00
Engineer/Arch/Landscape Arch VI	165.00	Right-of-Way Technician I	68.00
Engineer/Arch/Landscape Arch V	153.00	GIS Coordinator IX	\$234.00
Engineer/Arch/Landscape Arch IV	141.00	GIS Coordinator VIII	217.00
Engineer/Arch/Landscape Arch III	129.00	GIS Coordinator VII	206.00
Engineer/Arch/Landscape Arch II	117.00	GIS Coordinator VI	192.00
Engineer/Arch/Landscape Arch I	105.00	GIS Coordinator V	181.00
		GIS Coordinator IV	165.00
Engineering Technician XI	\$192.00	GIS Coordinator III	151.00
Engineering Technician X	168.00	GIS Coordinator II	136.00
Engineering Technician IX	150.00	GIS Coordinator I	125.00
Engineering Technician VIII	130.00		
Engineering Technician VII	117.00	GIS Developer/DBA V	\$167.00
Engineering Technician VI	108.00	GIS Developer/DBA IV	156.00
Engineering Technician V	98.00	GIS Developer/DBA III	146.00
Engineering Technician IV	90.00	GIS Developer/DBA II	136.00
Engineering Technician III	80.00	GIS Developer/DBA I	126.00
Engineering Technician II	72.00	GIS Analyst V	\$136.00
Engineering Technician I	66.00	GIS Analyst IV	125.00
		GIS Analyst III	115.00
Surveyor X	\$193.00	GIS Analyst II	104.00
Surveyor IX	177.00	GIS Analyst I	94.00
Surveyor VIII	160.00		
Surveyor VII	150.00	GIS Technician IV	\$94.00
Surveyor VI	139.00	GIS Technician III	84.00
Surveyor V	124.00	GIS Technician II	73.00
Surveyor IV	114.00	GIS Technician I	63.00
Surveyor III	100.00		
Surveyor II	88.00	Project Coordinator VII	\$216.00
Surveyor I	76.00	Project Coordinator VI	188.00
		Project Coordinator V	172.00
Survey Technician VIII	\$128.00	Project Coordinator IV	146.00
Survey Technician VII	114.00	Project Coordinator III	130.00
Survey Technician VI	99.00	Project Coordinator II	120.00
Survey Technician V	89.00	Project Coordinator I	108.00
Survey Technician IV	78.00		
Survey Technician III	68.00	Systems Analyst	\$167.00
Survey Technician II	61.00	Systems Administrator	125.00
Survey Technician I	55.12	Systems Technician	84.00
Construction Eng. Tech IX	\$162.00	Administrator VI	\$130.00
Construction Eng. Tech VIII	151.00	Administrator V	115.00
Construction Eng. Tech VII	136.00	Administrator IV	101.00
Construction Eng. Tech VI	123.00	Administrator III	86.00
Construction Eng. Tech V	113.00	Administrator II	77.00
Construction Eng. Tech IV	103.00	Administrator I	69.00
Construction Eng. Tech III	91.00		
Construction Eng. Tech II	81.00	Administrative Technician V	\$79.00
Construction Eng. Tech I	71.00	Administrative Technician IV	71.00
		Administrative Technician III	64.00
Right-of-Way Specialist IV	\$216.00	Administrative Technician II	59.00
Right-of-Way Specialist III	180.00	Administrative Technician I	51.00
Right-of-Way Specialist II	156.00		
Right-of-Way Specialist I	139.00		

BARTLETT & WEST, INC.

SCHEDULE OF REIMBURSABLE COSTS/CHARGES

EFFECTIVE JANUARY 1, 2018

<u>DESCRIPTION</u>	<u>CHARGE AMOUNT</u>	<u>UNIT</u>	<u>EXP CODE</u>
* Represents a new charge type added			
REPRODUCTION			
Blackline Prints			
Bond, Full Size - 24x36	\$ 1.00	Each	PBOND1
Bond, Half Size Reduction - 11x17	\$ 0.70	Each	PBOND 1/2
Vellum, Full Size - 24x36	\$ 6.00	Each	PVELLUM
Mylar, Full Size - 24x36	\$ 12.00	Each	PMYLAR
Photocopies			
Black & White - up to 11x17	\$ 0.15	Each	COPIES
Small Size Color Copies , 8.5x 11	\$ 0.90	Each	CCOPY
Large Size Color Copies, > 8.5x 11	\$ 1.50	Each	CCOPYLG
Scan			
Small Scan - 8.5 x 11 (Black/Color)	\$ 0.12	Each	PGSCAN
Full Size Scan - 24x36 -(Black)	\$ 2.00	Each	SCAN
Full Size Scan - 24x36 - (Color)	\$ 5.00	Each	CSCAN
Inkjet Plotters - 24x36			
Bond (Black)	\$ 1.50	Lin. Ft.	PLOT
Bond (Color)	\$ 2.50	Lin. Ft.	PLOTC
Vellum (Black/Color)	\$ 3.00	Lin. Ft.	PLOTV
Mylar (Black/Color)	\$ 6.00	Lin. Ft.	PLOTM
SYSTEMS & SOFTWARE CHARGES			
CADD Software Charges (AutoCAD, Civil 3D, LDD, GEOPAC etc.)	\$ 7.00	Hour	CADD
GIS Software Charges (ArcView, ArcInfo, ArcEditor)	\$ 7.00	Hour	GIS
FIELD EQUIPMENT & MATERIALS			
Nuclear Density Testing Equipment	\$ 30.00	Hour	NUCLEAR
Survey Equipment			
Survey Equipment One-Man Crew	\$ 50.00	Hour	SEQ1
Survey Equipment Two-Man Crew	\$ 25.00	Hour	SEQ2

BARTLETT & WEST, INC.

SCHEDULE OF REIMBURSABLE COSTS/CHARGES

EFFECTIVE JANUARY 1, 2018

<u>DESCRIPTION</u>	<u>CHARGE AMOUNT</u>	<u>UNIT</u>	<u>EXP CODE</u>
FIELD EQUIPMENT & MATERIALS (cont.)			
LiDAR Equipment			
LiDAR Equipment Charges (Static)	\$ 1500.00	Day	LIDAR
LiDAR Equipment Charges (Mobile)	Minimum \$5000/day up to 5 miles per day. Add'l miles per day are \$1000/mile after 5 mile minimum is reached.	Day/Mile	LIDAR_MOB_ M
Staking Materials			
Lath & Flats (16")	\$ 0.45	Each	LATH/FLAT
Lath & Flats (48")*	\$ 0.70	Each	LATH48
Wooden Hubs	\$ 0.40	Each	HUBS
Iron Pins	\$ 1.55	Each	IRONPIN
VEHICLES			
Trucks, Cars, SUV's - all vehicles	\$ 0.545 to \$ 0.63	Mile	varies
ATV (All Terrain Vehicle)	\$ 50.00	Day	ATV
ATV (All Terrain Vehicle) incl. Trailer	\$ 75.00	Day	ATVT
UTV (Utility Terrain Vehicle) incl. Trailer	\$ 130.00	Day	UTVT
MISCELLANEOUS			
Per Diem	Per established Diem	Per Day	

WORK AUTHORIZATION AFFIDAVIT

As a condition for any service provided to the County, a business entity shall, by sworn affidavit and provision of documentation, affirm its enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services.

Business entity, as defined in section 285.525, RSMo pertaining to section 285.530, RSMo, is any person or group of persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood. The term "business entity" shall include but not be limited to self-employed individuals, partnerships, corporations, contractors, and subcontractors. The term "business entity" shall include any business entity that possesses a business permit, license, or tax certificate, issued by the state, any business entity that is exempt by law from obtaining such a business permit, and any business entity that is operating unlawfully without such a business permit.

Every such business entity shall complete the following affidavit affirming that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. The completed affidavit must be returned as a part of the contract documentation.

This affidavit affirms that **Bartlett & West, Inc.** is enrolled in, and is currently participating in, E-verify or any other equivalent electronic verification of work authorization operated by the United States Department of Homeland Security under the Immigration Reform and Control Act of 1986 (IRCA); and, **Bartlett & West, Inc.** does not knowingly employ any person who is an unauthorized alien in conjunction with the contracted services.

In Affirmation thereof, the facts stated above are true and correct. The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.

Bruce P. Zelmer
Authorized Representative's Signature

BRUCE P. ZELMER
Printed Name

SR. VICE PRESIDENT
Title

1-17-2019
Date

Subscribed and sworn before me this 17 day of JANUARY, 2018, I am commissioned as a notary public within the County of BURLEIGH, State of NORTH DAKOTA, and my commission expires on 1-27-2023

Scott Wangler
Signature of Notary

1-17-2019
Date

