

**WORK ORDER NO. 26-23****Bel Aire Lakes Addition Phase 2 – Additional Construction Phase Services**

This Work Order No. 26-23 is made as of this \_\_\_\_\_ day of \_\_\_\_\_, 2026, under the terms and conditions established in the Master Agreement between Client and Professional Consultant dated February 08, 2024 (the “Master Services Agreement” between City of Bel Aire, Kansas (Client) and Professional Engineering Consultants, P.A. (PEC). Per the Master Services Agreement, this Work Order shall be incorporated into the Master Services Agreement by reference. Except to the extent modified herein for this specific project, all terms and conditions of the Master Services Agreement shall continue in full force and effect.

**SECTION A – SERVICES**

**A.1** PEC shall perform the following services (collectively, the “Services”):

1. See attached Exhibit A, Section C.

**SECTION B – SCHEDULE**

PEC shall perform the Services and deliver the above documents according to the following:

1. See attached Exhibit A, Section B.

**SECTION C – COMPENSATION**

In return for the proper performance by Consultant of its Services, Client shall pay to PEC an amount not to exceed Twenty-Nine Thousand Five Hundred Dollars (**\$29,500.00**), payable according to the following terms:

1. See attached Exhibit A, Section E.

**SECTION D – OTHER PROVISIONS**

The parties agree to the following additional provisions with respect to this Work Order:

1. See attached Exhibit A, Section D.

*[Remainder of this page intentionally left blank]*

**CITY OF BEL AIRE, KANSAS**

By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**PROFESSIONAL ENGINEERING  
CONSULTANTS, P.A.**

By: \_\_\_\_\_

Printed Name: Benjamin M. Mabry, P.E.

Title: VP | Municipal Market

Date: \_\_\_\_\_

**APPROVED AS TO FORM ONLY:**

\_\_\_\_\_  
Maria A. Schrock, City Attorney



## **EXHIBIT A**

### **A. Project Description**

1. The Project shall consist of additional effort for Construction Phase services for the Bel Aire Lakes Subdivision in Bel Aire, Kansas.
2. The Project was initially anticipated to be completed by November 2025 per Work Order 25-04, executed June 23, 2025. Due to a variety of circumstances the completion date is now anticipated to be July 2026.
3. The Project shall also consist of Initial Inspection of the new structure completed as per the Local Routine Bridge Inspection Contract Scope of Services which is attached as Exhibit "B".

### **B. Anticipated Project Schedule**

1. The fully executed copy of the contract will serve as PEC's notice to proceed with the services.
2. PEC and CLIENT anticipate that the duration to complete the additional services will be completed by July 31, 2026.
3. PEC shall complete the field investigation of the structure within 90 days of the structure being open to traffic.
4. PEC shall upload all documentation to KDOT BLP's InspectX platform and provide all documentation for the City's records within 30 days of the completion of the field investigation.
5. CLIENT acknowledges that directed changes, unforeseen conditions, and other delays may affect the completion of PEC's services. PEC will not have control over or responsibility for any CLIENT, Authority Having Jurisdiction, contractor or vendor's performance schedule.

### **C. Scope of Services**

1. Provide additional Construction Administration and Inspection Services necessary to support project completion beyond the original project schedule.
2. Provide various technical and professional services, equipment, material, and transportation to perform the Routine Bridge Inspection Scope of Services set forth in Exhibit "B".
  - a) A load rating model will be created and load rating summary sheet with posting recommendations will be completed and uploaded to the bridge file in KDOT BLP's InspectX platform.
  - b) A Scour analysis and Item 113 Justification form will be completed and uploaded to the bridge file in KDOT BLP's InspectX platform.

### **D. Additional Responsibilities of CLIENT**

The CLIENT agrees to provide the following pursuant to PEC accomplishing the Scope of Services outlined herein.

1. Access to any pertinent material from past inspections for review.
2. Access to the bridge site for field review.



E. **PEC's Fees & Reimbursable Expenses**

1. PEC's Fee for its Scope of Services will be billed on an hourly basis at the rates established on the current PEC Rate Schedule A, plus reimbursable expenses not-to-exceed **\$29,500.00**.
2. Taxes are not included in PEC's Fees. CLIENT shall reimburse PEC for any sales, use, and value added taxes which apply to these services.

## Exhibit B

Disclaimer: Bridge inspections in compliance with KDOT's Bridge Inspection Program shall be conducted by a qualified consultant under contract with the City/County ("Owner") or by qualified personnel employed by the Owner. KDOT has determined bridge inspections must cover the scope of services set forth below to comply with 23 C.F.R. § 650 *et seq.* This listing is provided to assist Owners in performing or contracting to have performed bridge inspection services that meet applicable bridge inspection requirements. These terms are not intended or represented by KDOT to constitute a contract or substitute as a professionally drafted contractual agreement. Owners should consult with legal counsel to obtain an appropriate contractual agreement including this scope of services when contracting with a bridge inspection consultant to meet their obligations under 23 C.F.R. § 650 *et seq.*

### **Scope of Services for Local Routine Bridge Inspections Following the Specifications for the National Bridge Inventory (SNBI)**

#### **General**

1. Routine Bridge Inspections shall be conducted in accordance with the SNBI, Code of Federal Regulations, KDOT SNBI Local Bridge Inspection Manual, and other references listed in Attachment A.
2. All National Bridge Inventory (NBI) data items and condition states shall be provided according to the SNBI. Data already populated in the database shall be verified during the inspection and updated as necessary. This may require coordination with the City/County ("Owner") on items not observable.
3. The bridge inspection team leader is responsible for quality control of the NBI bridge data for each bridge they inspect. Upon request, the bridge inspection quality control plan shall be submitted to the Kansas Department of Transportation (KDOT) for review.
4. Bridge inspections are subject to review by KDOT. If errors or discrepancies are found, the team leader shall be required to make corrections. The KDOT Bureau of Local Projects (BLP) will perform additional Quality Control/ Quality Assurance (QC/QA) evaluations of bridge records and inspections. Substandard work is grounds for removal of the inspector from the Kansas Local Bridge Inspection Team Leader list. Review or QC/QA, if any, performed by KDOT is not intended to and shall not be construed to be an undertaking of the duty to provide adequate and accurate bridge inspections. Reviews by KDOT are not done for the benefit of the bridge inspection team, the LPA, any other political subdivision, or the traveling public. KDOT makes no representation, express or implied warranty to any person or entity concerning the adequacy or accuracy of the bridge inspection, or any other work performed by the bridge inspection team.
5. Bridges not currently in the NBI inventory, or bridges that have had major rehabilitation work, require an Initial Inspection according to the KDOT SNBI Local Bridge Inspection Manual.

#### **Number and Type of Bridges for Inspection**

6. The Owner has 0 bridges requiring a SNBI Routine Inspection.
7. The Owner has 1 bridges requiring an SNBI Initial Inspection.

#### **Specific Requirements for Inspections**

8. A qualified Routine Bridge Inspection Team Leader on the Kansas Local Bridge Inspection Team Leader list maintained by KDOT BLP shall be present for the duration of all Routine and Initial Bridge Inspections.
9. Field inspection data for the inspected bridges shall be entered into inspectX, the KDOT-approved software for electronic collection of the NBI data in SNBI format. Inspections shall be approved in inspectX within 90 days of the inspection according to the CFR.
10. Critical Findings shall be reported by telephone or in person to the Owner immediately. This contact shall occur prior to the BITM leaving the bridge site, or within an hour.. Critical Findings shall be recorded on the Critical Findings input form in inspectX, printed and submitted to the bridge Owner and to KDOT BLP within two days. All Critical Findings shall be handled in accordance with the Critical Finding section in Chapter 1 - Bridge Inspection Policies of the SNBI Local Bridge Inspection Manual.
11. All weight limit signs found with limits above maximum allowed on the LRSS, missing, knocked down, damaged to the point of not being legible, or obscured by vegetation shall be reported to the Owner the same day by phone or in person. Signs with limits exceeding the maximum allowable loads according to the latest load ratings shall also be reported to the Owner the same day they are discovered. The Owner is responsible for correcting all load limit signs within 30 days of being notified and providing proof of posting to the inspector. When the Owner has provided proof of posting sign correction, the inspector shall update the posting information in inspectX. If the Owner does not get the posting signs corrected before the inspection project is complete, report the bridges improperly posted to KDOT BLP.
12. Review inspection intervals for the inspected bridges to verify the proper inspection intervals have been set and followed.
13. Review scour analyses/assessments and scour Plans of Action (POA) for the inspected bridges and report if the information requires updating. If no changes to the POA are required, the inspector shall state as such. If changes are required to the POA, they shall be documented. The POA update log is included on the Appraisal form in inspectX and shall be completed by the inspector with every Routine Inspection.
14. Review load ratings and Load Rating Summary Sheets for the inspected bridges and report if the information requires updating.
15. Review latest Nonredundant Steel Tension Member (NSTM), Underwater, and Pin & Hanger Inspection information for the inspected bridges and report if the information requires updating.
16. Review photographs in the bridge records and add any required photographs not in the bridge records for the inspected bridges. Provide new photographs of items as necessary to adequately document significant deficiencies, changed conditions, or repairs needed. Approach photographs should include the posting signs at each end of the bridge for all posted bridges.
17. Review FHWA Technical Advisory 5140.22, Uncoated Weathering Steel in Structures, and provide a list of all weathering steel bridges in Owner's inventory along with recommended maintenance for each bridge based on the Technical Advisory. This list shall also be submitted to the KDOT BLP Bridge Team.

## **Deliverables**

18. The inspection data shall be entered, checked, and approved in inspectX no later than 90 days following the bridge field inspection. All data in the existing database shall be checked while performing data entry and errors in the data shall be corrected. Plans, Scour Appraisal Forms, Scour Plans of Action, and Load Rating Summary Sheets, supplied by the Owner for Initial Inspections, shall be uploaded.
19. Notification of all bridges receiving an initial inspection shall be provided to the KDOT BLP Bridge Team at [KDOT.BLPBridge@ks.gov](mailto:KDOT.BLPBridge@ks.gov) prior to performing the final approval of the inspection in inspectX. After BLP review of the initial inspection, address all comments then approve the inspection. This work shall be completed within 90 days following the field inspection.
20. Provide 1 copies of a report summarizing bridge inspection results including maintenance recommendations conforming to the requirements contained in Attachment B by the deadline established by the Owner. Specifically, this report shall include maintenance recommendations for weathering steel bridges as required by FHWA Memorandum dated July 19, 2023, titled "Inspection Finding Follow-up Actions for Uncoated Weathering Steel Bridges" and BLP Memorandum 23-10 Weathering Steel Bridges.
21. Provide Bridge Inspection Reports, including photographs for each bridge inspected under this project in the format indicated:
  - 1 Paper copy
  - 1 Individual electronic pdf file for each bridge

## ATTACHMENT A – STUDY PROCEDURES AND DESIGN CRITERIA

The procedures to be used in the field inspection of the bridges were derived from the following reference sources, current editions:

1. American Association of State Highway and Transportation Officials (AASHTO) The Manual for Bridge Evaluation
2. KDOT SNBI Local Bridge Inspection Manual
3. Publication No. FHWA-HIF-22-017, Specifications for the National Bridge Inventory (SNBI)
4. Report No. FHWA-IP-86-2, Culvert Inspection Manual
5. Report No. FHWA-IP-86-26, Inspection of Fracture Critical Bridge Members
6. FHWA Bridge Inspector's Reference Manual
7. Manual on Uniform Traffic Control Devices
8. FHWA Technical Advisory 5140.22 "Uncoated Weathering Steel in Structures"

## ATTACHMENT B –REPORT REQUIREMENTS

*(Suggested report format-owner will modify to meet their needs)*

Prepare a report summarizing the bridge inspection results. The report should include the following items:

- An introduction stating the time of the bridge inspections and the names of the persons performing the inspections.
- A table listing each bridge and including the following items:
  - County bridge number
  - NBI number
  - Length
  - Type of structure
  - Features intersected
  - Facilities carried
  - Bridge Condition (Good, Fair, Poor)
  - Recommended weight limits
  - Existing weight limit signing
  - Date of inspection
  - Inspector name
  - If a load rating update is needed
  - If scour analysis is needed
- A list of bridges having a Critical Finding
- A table listing all bridges requiring a 12-month inspection interval, the inspection due date, the reason for the 12-month interval, and items needing special consideration
- A table listing all bridges requiring a Nonredundant Steel Tension Member Inspection, a general description of the type of bridge, the type of equipment needed to perform the inspection, and any items of concern
- A table listing all bridges with pin and hanger connections
- A table listing all bridges requiring a special Underwater Inspection
- Bridge index map

Prepare a separate bound report listing bridge maintenance items containing:

- Critical maintenance needed to extend the life of the bridge
- Safety concerns
- A listing of all uncoated weathering steel bridges with recommended preventative maintenance or preservation activities necessary for the satisfactory performance of the steel
- Routine maintenance items

2026 RATE SCHEDULE A\*\*



| <u>TITLE</u>                                                             | <u>HOURLY RATE *</u> |
|--------------------------------------------------------------------------|----------------------|
| Principal Engineer .....                                                 | \$275                |
| Senior Project Manager .....                                             | \$235                |
| Project Manager .....                                                    | \$210                |
| Senior Engineer II.....                                                  | \$235                |
| Senior Engineer I.....                                                   | \$210                |
| Project Engineer .....                                                   | \$180                |
| Senior Landscape Architect.....                                          | \$180                |
| Landscape Architect .....                                                | \$145                |
| Senior Planner .....                                                     | \$180                |
| Planner.....                                                             | \$155                |
| Design Engineer .....                                                    | \$160                |
| Senior Technician.....                                                   | \$150                |
| Design Technician.....                                                   | \$115                |
| Senior Commissioning Agent.....                                          | \$175                |
| Commissioning Agent .....                                                | \$145                |
| GIS Specialist .....                                                     | \$155                |
| GIS Analyst .....                                                        | \$120                |
| Project Coordinator.....                                                 | \$110                |
| Project Assistant .....                                                  | \$90                 |
| Senior Field Project Manager .....                                       | \$200                |
| Field Project Manager .....                                              | \$155                |
| Senior Inspector.....                                                    | \$160                |
| Inspector .....                                                          | \$125                |
| Senior Field Technician.....                                             | \$105                |
| Field Technician .....                                                   | \$85                 |
| Senior Driller .....                                                     | \$130                |
| Driller .....                                                            | \$95                 |
| Land Surveyor .....                                                      | \$150                |
| Crew Chief.....                                                          | \$120                |
| Survey Technician.....                                                   | \$100                |
| *Premium time for all non-salaried personnel or as noted in the contract | 1.5 multiplier       |

REIMBURSABLES:

|                                         |               |
|-----------------------------------------|---------------|
| Infrared Camera.....                    | \$50/Hour     |
| Structural Testing Equipment.....       | \$50/Hour     |
| Subconsultants.....                     | Cost plus 10% |
| Vehicle Mileage.....                    | IRS Rate/Mile |
| Truck Mileage .....                     | \$0.75/Mile   |
| ATV .....                               | \$20/Hour     |
| GPS.....                                | \$50/Hour     |
| 3D Laser Scanner.....                   | \$150/Hour    |
| Robotic Total Station.....              | \$50/Hour     |
| UAS .....                               | \$150/Hour    |
| Mobile Lidar Unit.....                  | \$4,500/Day   |
| Drill Rig Use.....                      | \$75/Hour     |
| Concrete Testing Equipment .....        | \$10/Each     |
| Nuclear Gauge Equipment.....            | \$20/Each     |
| Compressive Strength of Cylinders ..... | \$15/Each     |
| Ultra Sonic Testing Equipment .....     | \$150/Each    |
| Semi-Trailer Mileage.....               | \$3.50/Mile   |
| Other Reimbursables .....               | Cost plus 10% |

\*\*The rates shown above are effective for services through December 31, 2026 and are subject to revision thereafter.