

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: October 20, 2020

Consent [X]
Public Hearing []

Regular []

Department: Water Utilities Department

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Consultant Services Authorization (CSA) No. 10 to the Consulting/Professional Services Surveying and Mapping Annual Services Contract (Contract) with Dennis J. Leavy & Associates, Inc. (Consultant) for the Lift Station Rehabilitation Easement Records and Title Search (Project) for a fixed price of \$187,457.14.

Summary: On June 6, 2017, the Board of County Commissioners approved the Palm Beach County Water Utilities Department (PBCWUD) Contract (R2017-0732) with Consultant. CSA No. 10 provides for professional surveying and mapping services relating to the surveying and title search services for this Project. The Project includes a public records search of 200 lift stations, an Owner and Encumbrance Report, and a table of findings for the 200 lift stations to verify easements at these lift stations that are planned to be rehabilitated. This Contract was procured under the requirements of the 2002 Small Business Enterprise (SBE) Ordinance (R2002-0064) prior to the adoption of the new Equal Business Opportunity Ordinance on October 16, 2018. The SBE goal established under the 2002 Ordinance was 15% overall participation. The Contract provides for 100% SBE participation. CSA No. 10 includes 100% SBE participation. The cumulative SBE participation including CSA No. 10 is 100%. Consultant is a Palm Beach County Company. The Project is included in the PBCWUD FY21 Budget. (PBCWUD Project No. 20-046) Districts 1, 2, 3, 5 and 6 (MJ)

Background and Justification: Easements are needed at lift stations to allow PBCWUD staff to access the property to perform normal operations and maintenance activities to the wastewater collection system infrastructure. Completion of the work provided for in CSA No. 10 will help to identify those lift stations which may need additional easement(s) from adjacent property owners. The easement acquisition process can be lengthy and has a potential to impact the design schedule of the future lift station rehabilitation project; so completion of this Project will help to identify those lift stations which may need additional easement(s) and reduce the risk of schedule delays.

Attachments:

1. Four (4) Originals of Consultant Services Authorization No. 10
2. Location Map
3. Certificate of Liability Insurance

Recommended By: Jim DeLoe Department Director 9-16-2020 Date

Approved By: Walt J. Blum Assistant County Administrator 9/30/2020 Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	<u>\$187,458</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Operating Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
External Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Program Income (County)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In-Kind Match County	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
NET FISCAL IMPACT	<u>\$187,458</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
 # ADDITIONAL FTE POSITIONS (Cumulative)	 <u>0</u>	 <u>0</u>	 <u>0</u>	 <u>0</u>	 <u>0</u>

Budget Account No.: Fund 4001 Dept 720 Unit 2322 Object 3120

Is Item Included in Current Budget? Yes X No

Does this item include the use of federal funds? Yes No X

Reporting Category N/A

B. Recommended Sources of Funds/Summary of Fiscal Impact:

One (1) time expenditure from user fees, connection fees and balance brought forward.

C. Department Fiscal Review: _____ GE

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments:

[Signature] 9/22/2020
OFMB BR 9/21

[Signature] 9/22/2020
Contract Development and Control
9-22-20 TW

B. Legal Sufficiency:

[Signature] 9/29/2020
Assistant County Attorney

C. Other Department Review:

Department Director

This summary is not to be used as a basis for payment.

CONSULTANT SERVICES AUTHORIZATION NO. 10

Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Surveying and Mapping Annual Services on a Task Order Basis
Resolution No. R2017-0732 Contract Dated 06/06/2017

Project Title: Lift Station Rehabilitation Easement Records and Title Search

WUD Project No.: 20-046

Consultant: Dennis J. Leavy & Associates, Inc.

Address: 460 Business Park Way, Suite B, Royal Palm Beach, FL 33411

Budget Line Item No.: 4001-720-2322-3120

District No.: 1, 2, 3, 5, and 6

Consultant shall perform:

Initial search of the public records to verify if there is an existing lift station easement recorded by Plat Book and Page and prepare a list of the lift stations that will need to have an Owner and Encumbrance report prepared. Review Owner and Encumbrance Report prepared by the sub-consultant and prepare an easement records summary table.

Statewide Land Title, Inc., will provide an Owner and Encumbrance Report for existing lift station sites.

(See **ATTACHMENT A** for detailed scope of services)

The Contract provides for 100% SBE participation. This Consultant Services Authorization includes 100% overall participation. The cumulative SBE participation, including this authorization is 100%.

1. Services completed by the Consultant to date:

See ATTACHMENT B.

2. Consultant shall begin work upon receipt of Notice to Proceed correspondence.

3. The compensation to be paid to the Consultant for providing the requested services shall be:

A. Computation of time charges plus expenses, not to exceed N/A

B. Fixed price of \$187,457.14

C. Total \$187,457.14

4. This Authorization may be terminated by the County without cause or prior notice. In the event of termination not the fault of the Consultant, the Consultant shall be compensated for all services performed through the date of termination, together with reimbursable expenses (if applicable) then due.

CONSULTANT SERVICES AUTHORIZATION NO. 10

Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Surveying and Mapping Annual Services on a Task Order Basis
Resolution No. R2017-0732 Contract Dated 06/06/2017

Project Title: Lift Station Rehabilitation Easement Records and Title Search

WUD Project No.: 20-046

5. SBE participation is included in **ATTACHMENT C** under this Authorization. The attached Schedule 1 defines the SBE applied to this Authorization and Schedule 2 establishes the SBE contribution from each Sub-Consultant (Letter of Intent).
6. This Authorization does not amend, change, or modify the Contract dated 06/06/2017, as amended, which remains in full force and effect.
7. All Attachments to this Authorization are incorporated herein and made a part of this Consultant Services Authorization.

Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Surveying and Mapping Annual Services on a Task Order Basis
Resolution No. R2017-0732 Contract Dated 06/06/2017

Project Title: Lift Station Rehabilitation Easement Records and Title Search

WUD Project No.: 20-046

IN WITNESS WHEREOF, this Authorization is accepted, subject to the terms, conditions and obligations of the aforementioned Contract.

PALM BEACH COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA

Sharon R. Bock, Clerk & Comptroller,
Palm Beach County
ATTEST:

Palm Beach County, Board
of County Commissioners

Signed: _____

Signed: _____

Dave Kerner, Mayor
GAM

JK

Typed Name: _____
Deputy Clerk

_____ Date

Approved as to Form and Legal
Sufficiency

CONSULTANT:
Dennis J. Leavy & Associates, Inc.

Signed: _____

David A. Bower

(Signature)

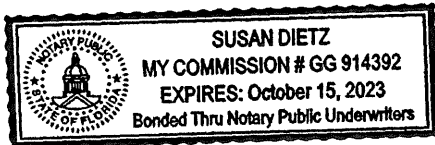
Typed Name: _____
County Attorney

David A. Bower, Vice President
(Name and Title)

08/07/2020
_____ Date

STATE OF FLORIDA
COUNTY OF Palm Beach

The foregoing instrument was acknowledged before me by means of physical presence or online notarization,
this 7th day of August, 2020, by David A. Bower who is personally
known to me or has produced _____ N/A _____ as identification.



Susan Dietz

(Signature of Notary Public - State of Florida)

Susan Dietz

(Print, Type, or Stamp Commissioned Name of Notary Public)

Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Surveying and Mapping Annual Services on a Task Order Basis
Resolution No. R2017-0732 Contract Dated 06/06/2017

LIST OF ATTACHMENTS

ATTACHMENT A	Scope of Services
ATTACHMENT B	Summary and Status of Consultant Services Authorizations
ATTACHMENT C	OEBO Schedules 1 and 2
ATTACHMENT D	Project Schedule
ATTACHMENT E	Budget Summary
ATTACHMENT F	Summary of SBE-M/WBE Business Tracking
ATTACHMENT G	Location Map

ATTACHMENT A

SCOPE OF SERVICES

WUD Project No.: 20-046

Project Title: Lift Station Rehabilitation Easement Records and Title Search

TASK 1: LAND SURVEYING

CONSULTANT shall perform:

Perform initial search of the public records to verify if there is an existing lift station easement recorded by Plat Book and Page and prepare a list of the lift stations that will need to have an Owner and Encumbrance Report prepared. Review Owner and Encumbrance Report prepared by the sub-consultant and prepare an easement records table containing the following for two-hundred (200) lift stations:

- A. Existing easement (Y/N).
 - B. Dedication of Easement (Florida Power & Light Company, lift station, etc.).
 - C. Size of the existing easement.
 - D. Property owner of record.
 - E. Official Records (OR) Book / Page or Plat Book and Page that the easement is recorded.
 - F. Parcel Control Number of the parent parcel.
 - G. Section, Township and Range.
- Portable Document Format (PDF) documents of each relevant OR Book/Page/Plat will be provided.

A draft copy of the easement records table is provided in the following pages.

TASK 2: OWNER AND ENCUMBRANCE REPORT

Statewide Land Title, Inc. will provide an Owner and Encumbrance Report for two-hundred (200) existing lift station sites and provide plat maps and recorded easement documents if not accessible from the public website for the existing lift station easements.

DELIVERABLES

A digital copy of the easement records table, Owner and Encumbrance Reports, and PDF documents of each relevant OR Book/Page/Plat will be provided.

ASSUMPTIONS

1. Survey is excluded from the scope of services.
2. CONSULTANT will review the existing database of addresses and ask Palm Beach County Water Utility Department (PBCWUD) for clarification as needed. Twenty (20) Lift Stations or less are expected to need clarification.

20-046: Lift Station Rehabilitation Easement Records Table

No.	LS Name	Existing Easement (Y/N)	Dedication of Easement	Size of Easement	Property Owner of Record	Official Records Book/Page or Plat Book/Page	PCN No.	Section, Township, and Range
1	LS0108							
2	LS0122							
3	LS0123							
4	LS0136							
5	LS0151							
6	LS0189							
7	LS0190							
8	LS0210							
9	LS0211							
10	LS0228							
11	LS0231							
12	LS0247							
13	LS0255							
14	LS0311							
15	LS0322							
16	LS0334							
17	LS0337							
18	LS0363							
19	LS0372							
20	LS0391							
21	LS0501							
22	LS0502							
23	LS0505							
24	LS0514							
25	LS0529							
26	LS0530							
27	LS0602							
28	LS0960							
29	LS0981							
30	LS1021							
31	LS1043							
32	LS1045							
33	LS1051							
34	LS1085							
35	LS1098							
36	LS4100							
37	LS4118							
38	LS4119							
39	LS4121							
40	LS4124							
41	LS4129							
42	LS4141							
43	LS4142							
44	LS4200							
45	LS4201							
46	LS4202							
47	LS4203							
48	LS5015							
49	LS5195							
50	LS5209							
51	LS7011							
52	LS7013							
53	LS7014							
54	LS7015							
55	LS7018							
56	LS8101							

20-046: Lift Station Rehabilitation Easement Records Table

No.	LS Name	Existing Easement (Y/N)	Dedication of Easement	Size of Easement	Property Owner of Record	Official Records Book/Page or Plat Book/Page	PCN No.	Section, Township, and Range
57	LS8105							
58	LS8114							
59	LS8119							
60	LS8121							
61	LS8131							
62	LS8134							
63	LS8139							
64	LS8204							
65	LS8224							
66	LS8226							
67	LS8227							
68	LS8229							
69	LS8233							
70	LS8235							
71	LS8236							
72	LS8237							
73	LS8238							
74	LS8240							
75	LS0105							
76	LS0109							
77	LS0118							
78	LS0125							
79	LS0174							
80	LS0178							
81	LS0191							
82	LS0192							
83	LS0278							
84	LS0338							
85	LS0339							
86	LS0370							
87	LS0373							
88	LS0383							
89	LS0521							
90	LS0527							
91	LS0528							
92	LS0584							
93	LS0601							
94	LS0604							
95	LS0614							
96	LS0615							
97	LS0913							
98	LS0915							
99	LS0953							
100	LS0956							
101	LS0976							
102	LS1009							
103	LS1026							
104	LS1052							
105	LS1071							
106	LS1076							
107	LS4105							
108	LS4108							
109	LS4111							
110	LS4112							
111	LS4123							
112	LS4125							

20-046: Lift Station Rehabilitation Easement Records Table

No.	LS Name	Existing Easement (Y/N)	Dedication of Easement	Size of Easement	Property Owner of Record	Official Records Book/Page or Plat Book/Page	PCN No.	Section, Township, and Range
113	LS4128							
114	LS4131							
115	LS4139							
116	LS4140							
117	LS5050							
118	LS8106							
119	LS8202							
120	LS8217							
121	LS8222							
122	LS0128							
123	LS0139							
124	LS0146							
125	LS0157							
126	LS0162							
127	LS0177							
128	LS0179							
129	LS0245							
130	LS0276							
131	LS0277							
132	LS0289							
133	LS0320							
134	LS0350							
135	LS0358							
136	LS0538							
137	LS0543							
138	LS0558							
139	LS0573							
140	LS0580							
141	LS0589							
142	LS0595							
143	LS0605							
144	LS0606							
145	LS0637							
146	LS0977							
147	LS0996							
148	LS1027							
149	LS1032							
150	LS1061							
151	LS1064							
152	LS1087							
153	LS4102							
154	LS4109							
155	LS4143							
156	LS4146							
157	LS4147							
158	LS8140							
159	LS0129							
160	LS0180							
161	LS0246							
162	LS0249							
163	LS0273							
164	LS0275							
165	LS0340							
166	LS0343							
167	LS0354							
168	LS0541							

20-046: Lift Station Rehabilitation Easement Records Table

No.	LS Name	Existing Easement (Y/N)	Dedication of Easement	Size of Easement	Property Owner of Record	Official Records Book/Page or Plat Book/Page	PCN No.	Section, Township, and Range
169	LS0548							
170	LS0554							
171	LS0556							
172	LS0568							
173	LS0597							
174	LS0909							
175	LS0919							
176	LS0925							
177	LS0952							
178	LS0963							
179	LS0964							
180	LS0987							
181	LS0990							
182	LS1001							
183	LS1003							
184	LS1006							
185	LS1037							
186	LS1039							
187	LS1058							
188	LS1067							
189	LS1068							
190	LS1073							
191	LS0594							
192	LS0904							
193	LS1075							
194	LS1088							
195	LS4145							
196	LS4217							
197	LS7016							
198	LS8107							
199	LS8154							
200	LS8157							

ATTACHMENT B

SUMMARY AND STATUS OF CONSULTANT SERVICES AUTHORIZATIONS

Auth. No.	WUD Project No.	Title	Status	Project Total Amount	SBE Total Amount	SBE Participation %	Approved By	Approved Date
1	17-056	Miscellaneous Surveying Services 2017	Closed	\$40,000.00	\$40,000.00	100%	WUD	7/5/2017
2	17-060	Barfield Hwy; Pelican River to E 7th St, Pahokee; WM Replacement	Approved	\$12,405.00	\$12,405.00	100%	WUD	9/25/2017
3	18-030	Water Treatment Plant 11 Smart Wellfield Improvements	Closed	\$4,750.00	\$4,750.00	100%	WUD	11/21/2017
4	17-023	Emergency Generator Lug Boxes at Water Treatment Plants 2, 3, 8 & 9	Closed	\$4,600.00	\$4,600.00	100%	WUD	12/22/2017
5	18-057	Miscellaneous Surveying Services 2018	Approved	\$47,000.00	\$47,000.00	100%	WUD	7/12/2018
6	19-048	Palm Beach National Golf and Country Club Water Main Replacement	Approved	\$99,550.00	\$99,550.00	100%	CRC	5/22/2019
7	18-005	High Service Pump Station Electrical Building Improvements	Closed	\$3,432.96	\$3,432.96	100%	WUD	9/20/2019
8	19-067	Miscellaneous Surveying Services 2019	Approved	\$47,000.00	\$47,000.00	100%	WUD	10/16/2019
9	20-013	Green Cay - Phase 2	Approved	\$14,537.07	\$14,537.07	100%	WUD	4/21/2020
9.1	20-013	Green Cay - Phase 2	Pending	\$4,922.36	\$4,922.36	100%	WUD	TBD
10	20-046	Lift Station Rehabilitation Easement Records and Title Search	Pending	\$187,457.14	\$187,457.14	100%	BCC	TBD

Revised 06/09/2020

ATTACHMENT C OEBO SCHEDULE 1

LIST OF PROPOSED CONTRACTOR/CONSULTANT AND SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

SOLICITATION/PROJECT/BID NAME: <u>Lift Station Rehabilitation Easement Records and Title Search</u> NAME OF PRIME RESPONDENT/BIDDER: <u>Dennis J. Leavy & Associates, Inc.</u> CONTACT PERSON: <u>David A. Bower</u> SOLICITATION OPENING/SUBMITTAL DATE: _____	SOLICITATION/PROJECT/BID No.: <u>20-046</u> ADDRESS: <u>460 Business Park Way, Suite B, Royal Palm Beach, Florida 33411</u> PHONE NO.: <u>561-753-0650</u> E-MAIL: <u>survey@DJLASurvey.net</u> DEPARTMENT: <u>Palm Beach County Water Utilities Department</u>
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PLEASE LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY THE PRIME CONTRACTOR/CONSULTANT ON THIS PROJECT. PLEASE ALSO LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY ALL SUBCONTRACTORS/SUBCONSULTANTS ON THE PROJECT.

Name, Address and Phone Number	(Check all Applicable Categories)			DOLLAR AMOUNT OR PERCENTAGE OF WORK					
	Non-SBE	M/WBE	SBE	Black	Hispanic	Women	Caucasian	Other (Please Specify)	
		Minority/Women Business	Small Business						
1. Dennis J. Leavy & Associates, Inc. 460 Business Park Way, Suite B Royal Palm Beach, Florida 33411 (561-753-0650)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	_____	_____	\$92,457.14 / 49.32%	
2. Statewide Land Title, Inc. 11726 150th Court North Jupiter, Florida 33478 (561-743-0039)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	_____	_____	\$95,000.00 / 50.67%	
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____	
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____	
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____	
(Please use additional sheets if necessary)				Total	_____	_____	_____	_____	\$187,457.14 / 100%

Total Bid Price \$ 187,457.14

Total SBE - M/WBE Participation 100%

I hereby certify that the above information is accurate to the best of my knowledge: David A. Bower Signature Vice President Title

- Note:**
1. The amount listed on this form for a Subcontractor/subconsultant must be supported by price or percentage listed on the properly executed Schedule 2 or attached signed proposal.
 2. Firms may be certified by Palm Beach County as an SBE and/or an M/WBE. If firms are certified as both an SBE and/or M/WBE, please indicate the dollar amount under the appropriate category.
 3. Modification of this form is not permitted and will be rejected upon submittal.

ATTACHMENT C
OEBO LETTER OF INTENT – SCHEDULE 2

A completed Schedule 2 is a binding document between the Prime Contractor/consultant and a Subcontractor/subconsultant (for any tier) and should be treated as such. The Schedule 2 shall contain bolded language indicating that by signing the Schedule 2, both parties recognize this Schedule as a binding document. All Subcontractors/subconsultants, including any tiered Subcontractors/subconsultants, must properly execute this document. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: 20-046

SOLICITATION/PROJECT NAME: Lift Station Rehabilitation Easement Records and Title Search

Prime Contractor: Dennis J. Leavy & Associates, Inc. subcontractor: _____

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 02/25/19 thru 02/24/22

The undersigned affirms they are the following (select one from each column if applicable):

<u>Column 1</u>	<u>Column 2</u>	<u>Column 3</u>
<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> African-American/Black <input type="checkbox"/> Asian American <input checked="" type="checkbox"/> Caucasian American	<input type="checkbox"/> Supplier
	<input type="checkbox"/> Hispanic American <input type="checkbox"/> Native American	

S/M/WBE PARTICIPATION – S/M/WBE Primes must document all work to be performed by their own work force on this form. Failure to submit a properly executed Schedule 2 for any S/M/WBE participation may result in that participation not being counted. Specify in detail, the scope of work to be performed or items supplied with the dollar amount and/or percentage for each work item. S/M/WBE credit will only be given for the areas in which the S/M/WBE is certified. A detailed proposal may be attached to a properly executed Schedule 2.

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
	Land Surveying				\$92,457.14 / 49.32%

The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$92,457.14 / 49.32%

If the undersigned intends to subcontract any portion of this work to another Subcontractor/subconsultant, please list the business name and the amount below accompanied by a separate properly executed Schedule 2.

Name of 2nd/3rd tier Subcontractor/subconsultant _____ Price or Percentage: _____

Dennis J. Leavy & Associates, Inc.
Print Name of Prime

By: David A. Bower
Authorized Signature

David A. Bower
Print Name

Vice President
Title

Date: 08/07/2020

Dennis J. Leavy & Associates, Inc.
Print Name of Subcontractor/subconsultant

By: David A. Bower
Authorized Signature

David A. Bower
Print Name

Vice President
Title

Date: 08/07/2020

**ATTACHMENT C
OEBO LETTER OF INTENT – SCHEDULE 2**

A completed Schedule 2 is a binding document between the Prime Contractor/consultant and a Subcontractor/subconsultant (for any tier) and should be treated as such. The Schedule 2 shall contain bolded language indicating that by signing the Schedule 2, both parties recognize this Schedule as a binding document. All Subcontractors/subconsultants, including any tiered Subcontractors/subconsultants, must properly execute this document. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: 20-046

SOLICITATION/PROJECT NAME: Lift Station Rehabilitation Easement Records and Title Search

Prime Contractor: Dennis J. Leavy & Associates, Inc. Subcontractor: Statewide Land Title, Inc.

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 09/11/19 thru 09/10/22

The undersigned affirms they are the following (select one from each column if applicable):

Column 1

Column 2

Column 3

Male Female

African-American/Black Asian American Caucasian American
 Hispanic American Native American

Supplier

S/M/WBE PARTICIPATION – S/M/WBE Primes must document all work to be performed by their own work force on this form. Failure to submit a properly executed Schedule 2 for any S/M/WBE participation may result in that participation not being counted. Specify in detail, the scope of work to be performed or items supplied with the dollar amount and/or percentage for each work item. S/M/WBE credit will only be given for the areas in which the S/M/WBE is certified. A detailed proposal may be attached to a properly executed Schedule 2.

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
	Owner and Encumbrance Report	\$475.00	200		\$95,000.00 / 50.67%

The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$95,000.00 / 50.67%

If the undersigned intends to subcontract any portion of this work to another Subcontractor/subconsultant, please list the business name and the amount below accompanied by a separate properly executed Schedule 2.

Name of 2nd/3rd tier Subcontractor/subconsultant _____

Price or Percentage: _____

Dennis J. Leavy & Associates, Inc.

Print Name of Prime

By: David A. Bower
Authorized Signature

David A. Bower

Print Name

Vice President

Title

Date: 8/11/20

Statewide Land Title, Inc.

Print Name of Subcontractor/subconsultant

By: William T. Jackson
Authorized Signature

William T. Jackson

Print Name

President

Title

Date: 8/10/20

Revised 09/17/2019

ATTACHMENT D

PROJECT SCHEDULE

The completion dates for this work will be as follows (starting from CONSULTANT'S receipt of Notice-to-Proceed).

<u>Engineering Services</u>	<u>Completion Date from Notice to Proceed</u>
Task 1 - Land Surveying	120
Task 2 - Owner and Encumbrance Report	120

Revised 06/09/2020

**ATTACHMENT – E
BUDGET SUMMARY**

Palm Beach County Water Utilities Department
Contract for Consulting / Professional Services: Surveying and Mapping Annual Services on a Task Order Basis
Resolution No. R2017-0732 Contract Dated 06/06/17
Consultant Service Authorization: 10
Consultant: Dennis J. Leavy & Associates, Inc.
Project Title: Lift Station Rehabilitation Easement Records and Title Search
WUD Project No.: 20-046

BUDGET SUMMARY

Task Number	Task Description	Labor Classification and Hourly Rate						Total Labor	Sub Consultant Services
		Senior Surveyor \$42.64	Professional Surveyor (PSM) \$36.89	3 man Survey Crew \$54.27	2 man Survey Crew \$46.52	Survey Associate \$29.07	CADD Technician \$25.20		
1	Land Surveying	0.00	175.00	0.00	0.00	855.00	180.00	1,210.00	95,000.00
2	Owner and Encumbrance Report								
	Subtotal Task 1	0.00	175.00	0.00	0.00	855.00	180.00		
	Subtotal Task 2								95,000.00
	Labor Subtotal Hours	0.00	175.00	0.00	0.00	855.00	180.00	1,210.00	
	Labor Raw Costs	\$0.00	\$6,445.25	\$0.00	\$0.00	\$24,854.85	\$4,536.00		
	Labor Multiplier	2.58	2.58	2.58	2.58	2.58	2.58		
	Labor SubTotal	\$0.00	\$16,628.75	\$0.00	\$0.00	\$64,125.51	\$11,702.88		
	Labor Total	\$92,457.14							
	Subconsultant Labor SubTotal	\$95,000.00							
	Subconsultant Multiplier	1							
	Subcontract Total	\$95,000.00							
	Project Total	\$187,457.14							

STATEWIDE LAND TITLE, INC.

11726 150th Ct. N. Jupiter, FL 33478

TELEPHONE 561-743-0039 FAX 561-747-1369

April 28, 2020

Dave Bower
Dennis J. Leavy & Associates, Inc.
460 Business Park Way, Ste. B
Royal Palm Beach, FL 33411

Dave,

I can produce Title Reports for the two hundred (200) lift stations for \$475.00 per each, or \$95,000.00. Each report will include copies of all relevant plat maps and any recorded easements that affect the lift station parcel. I would estimate each search at approximately 4 hours. Therefore, I'm looking at about 105 calendar days for the project, once I get an approval to proceed.

Thank you for the opportunity to serve your title needs.

Regards.

William T. "Bill" Jackson
President
Statewide Land Title, Inc.

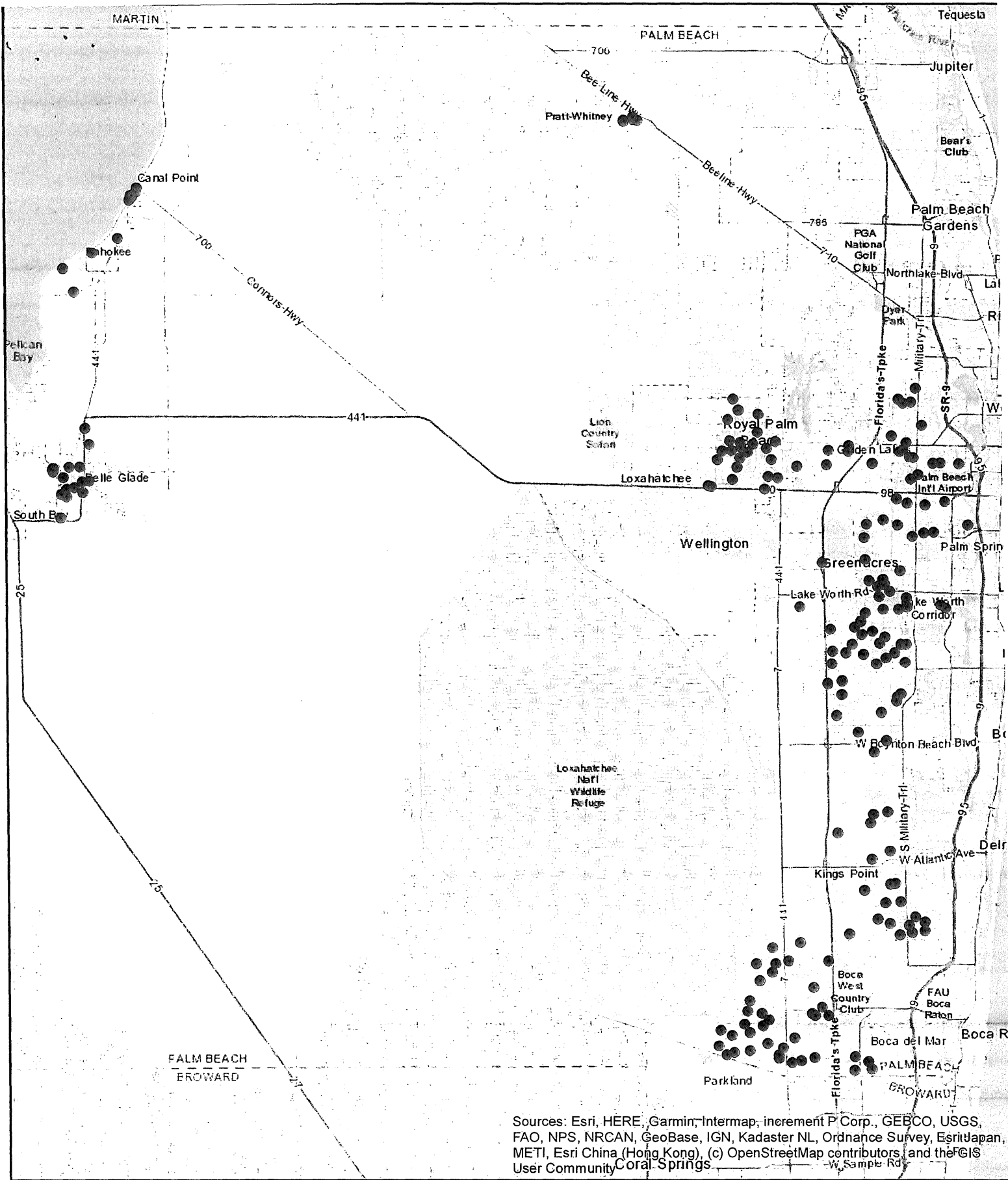
ATTACHMENT F

AUTHORIZATION STATUS REPORT

SUMMARY OF SBE-M/WBE BUSINESS TRACKING

Master Contract Goal:100%	SBE
Current Proposal	
Value of Authorization No.10	\$187,457.14
Value of SBE-M/WBE Letters of Intent	\$187,457.14
Actual Percentage	100%
Signed/Approved Authorizations	
Total Value of Authorizations	\$273,275.03
Total Value of SBE-M/WBE Signed Subcontracts	\$273,275.03
Actual Percentage	100%
Signed/Approved Authorizations Plus Current Proposal	
Total Value of Authorizations	\$460,732.17
Total Value of Subcontracts & Letters of Intent	\$460,732.17
Actual Percentage	100%

Revised 06/09/2020



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community Coral Springs



**Palm Beach County
Water Utilities
Department**
8100 Forest Hill Blvd
West Palm Beach, FL 33416
(561) 493-6251

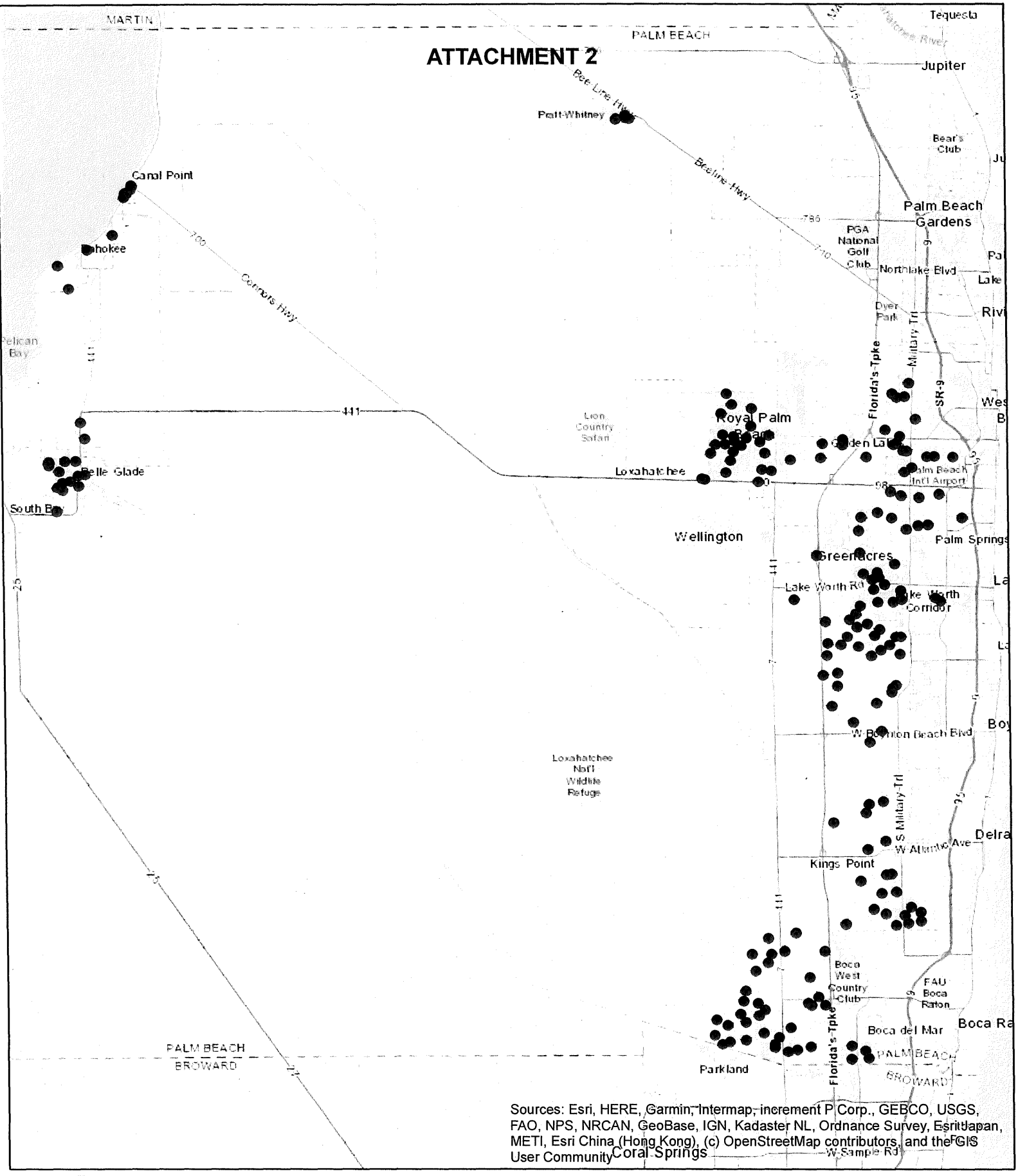
**Lift Station Easement Records
and Title Search
WUD Project No. 20-046
Location Map
ATTACHMENT G**



1 inch = 5 miles

● Lift Stations

Authored By: PBCWUD GIS/aback
Data Created: 07/26/2022
Source: WUGD/Project: StreetCableMap
LocationMap.mxd



ATTACHMENT 2

Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community



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**Lift Station Easement Records
and Title Search
WUD Project No. 20-046
Location Map**

N

 ● Lift Stations
 1 inch = 5 miles

Authored By: PBCWUD GIS/baker
Date Created: 07/06/2020
Source: WGIS/Projects/GenW/ColorBook/LocatorMap.mxd



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/08/2020

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

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

PRODUCER Collinsworth Ins&Risk Mgmt Services Inc P.O. Box 661628 Miami Springs FL 33266	CONTACT NAME: Erinn E Collinsworth
	PHONE (A/C, No, Ext): (786) 930-4795 FAX (A/C, No): (786) 930-4794 E-MAIL ADDRESS: erinn@collinsworthinsurance.com
INSURER(S) AFFORDING COVERAGE	
INSURER A: Hartford Insurance Company of	NAIC # 38261
INSURER B: Travelers Cas & Surety Co	19038
INSURER C: Hanover Ins Co	22292
INSURER D: The Phoenix Insurance Company	25623
INSURER E:	
INSURER F:	

COVERAGES CERTIFICATE NUMBER: Cert ID 4335 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 WVP	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		Y	21 SBM BX3898	05/09/2020	05/09/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Empl Benefits Liab \$ 5,000
D	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			BA-8F549617	05/09/2020	05/09/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			21 SBM BX3898	05/09/2020	05/09/2021	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	UB-4K918939	05/09/2020	05/09/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Professional Liability			LHJ D905002 01 Claims Made Basis	05/09/2019	05/09/2021	Each Claim \$ 2,000,000 Policy Aggregate \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Project No. WUD 16-082. Surveying and Mapping Annual Services on a Task Order Basis
 When required by written contract: Palm Beach County, Board of County Commissioners, a political subdivision of the State of Florida are hereby named as additional insured, excluding professional services, on the general liability. In addition, Palm Beach County Water Utilities Department, its officers, directors, agents and employees are hereby named as additional insured, excluding professional services, on the general liability for the Surveying and Mapping Annual Services on a Task Order Basis Project No. WUD 16-082. Workers Compensation includes a waiver of subrogation in favor of the additional insured. The issuing companies will provide 30 day notice of cancellation, except 10 days for non payment of premium.

CERTIFICATE HOLDER Palm Beach County Water Utilities Department Director Utilities Engineering 8100 Forest Hill Blvd. West Palm Beach FL 33413	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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