



**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

Fiscal Years	2022	2023	2024	2025	2026
Capital Expenditures	\$139,846	0	0	0	0
Operating Costs	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income (County)	0	0	0	0	0
In-Kind Match County	0	0	0	0	0
<b>NET FISCAL IMPACT</b>	<b>\$139,846</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Budget Account No.:** Fund 4011 Dept 721 Unit W026 Object 6546

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:** [Signature] GE

**III. REVIEW COMMENTS**

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

[Signature] 1/6/22  
OFMB-NA 1.6.22  
AP 1/6/22

[Signature]  
Contract Development and Control  
1-7-22 TW

**B. Legal Sufficiency:**

[Signature] 1/11/22  
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. 5  
Palm Beach County Water Utilities Department  
Contract for Consulting/Professional Services  
Utility Distribution & Collection System Engineering Services  
Resolution No. R2020-1897 Contract Dated December 15, 2020

**Project Title:** Finrock Lift Station and Force Main Rehabilitation

**PBCWUD Project No.:** 22-002

**Consultant:** Holtz Consulting Engineers, Inc.

**Address:** 270 S Central Blvd, Suite 207, Jupiter, FL 33458

**Budget Line Item No.:** 4011-721-W026-6546

**District No.:** 6

This Consultant Services Authorization provides for: the replacement of the existing force main from the Finrock site to the west side of SR 715 and for the civil and mechanical improvements to the Finrock lift station. Included are engineering design services, surveying, permitting, civil, geotechnical design and bid support for the proposed improvements

(See ATTACHMENT A for detailed scope of services)

The Contract provides for 96.00% SBE participation, which includes 90.00% MBE participation, 85.00% MBE (H), and 5.00% MBE (A).

This Consultant Services Authorization includes 93.24% overall participation which includes, 85.43% MBE participation, 85.43% MBE (H) and 0.00% MBE (A).

The cumulative SBE participation, including this Consultant Services Authorization is 87.72%, which includes 77.42% MBE participation, 75.71% MBE (H), and 1.71% MBE (A).

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 \$139,845.95
  - B. Fixed price of \$0.00
  - C. Total \$139,845.95
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. 5  
Palm Beach County Water Utilities Department  
Contract for Consulting/Professional Services  
Utility Distribution & Collection Engineering Services  
Resolution No. R2020-1897 Contract Dated December 15, 2020

**Project Title:** Finrock Lift Station and Force Main Rehabilitation

**PBCWUD Project No.:** 22-002

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 12/15/2020 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.

CONSULTANT SERVICES AUTHORIZATION NO. 5  
Palm Beach County Water Utilities Department  
Contract for Consulting/Professional Services  
Utility Distribution & Collection Engineering Services  
Resolution No. R2020-1897 Contract Dated December 15, 2020

Project Title: Finrock Lift Station and Force Main Rehabilitation

PBCWUD Project No.: 22-002

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

Joseph Abruzzo, Clerk of the Circuit Court  
& Comptroller, Palm Beach County

Palm Beach County, Board  
of County Commissioners

ATTEST:

Signed: \_\_\_\_\_ *HWA*

Signed: \_\_\_\_\_  
Robert S. Weinroth, Mayor

*MB*

Typed Name: \_\_\_\_\_  
Deputy Clerk

\_\_\_\_\_  
(Date)

Approved as to Form and Legal  
Sufficiency

CONSULTANT: Holtz Consulting  
Engineers, Inc.

Signed: \_\_\_\_\_

David Holtz  
(Signature)

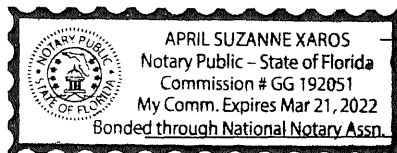
Typed Name: Michael W. Jones  
County Attorney

David Holtz, VP  
(Name and Title)

11-23-2021  
(Date)

STATE OF FLORIDA  
COUNTY OF Palm Beach

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization,  
this 23 day of November, 2021, by David Holtz who is  personally  
known to me or  has produced \_\_\_\_\_ as identification.



April Xaros  
Signature of Notary Public - State of Florida)

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

## LIST OF ATTACHMENTS

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

# ATTACHMENT A

## SCOPE OF SERVICES

PBCWUD Project No.: 22-002

Project Title: Finrock Lift Station and Force Main Rehabilitation

### **INTRODUCTION:**

This scope encompasses services for the design, permitting, and bidding to replace the existing force main from the Finrock site to the west side of State Road 715 (SR 715) and for the civil and mechanical improvements to the Finrock Lift Station.

### **BACKGROUND:**

The former Glades Correctional Institution is currently being redeveloped by Finrock and as part of the improvements, the developer is making electrical upgrades to the existing lift station on the site and replacing the existing force main from the lift station, within the Finrock site, to the west side of the canal on the west side of the property, connecting to the existing force main outside the property limits. The existing force main is over 30 years old and the remainder of the force main from the Finrock connection point to SR 715 needs to be replaced as well. The existing lift station is also beyond its useful life and requires civil and mechanical improvements in addition to the electrical improvements being performed by the developer.

The Palm Beach County Water Utilities Department (PBCWUD) has requested Holtz Consulting Engineers, Inc. (CONSULTANT) to assist with the replacement of the remaining section of force main and with making civil and mechanical improvements to the lift station to bring it to current PBCWUD standards where feasible.

CONSULTANT shall perform surveying, geotechnical engineering, engineering design, permitting, and bidding assistance services for the replacement of approximately 2,750 linear feet of existing force main from the connection point at the new Finrock force main aerial crossing to the existing 10-inch ductile iron force main on the west side of SR 715 (see Figure 1 for location and limits of proposed force main). The new force main size will be determined by PBCWUD and will be a maximum of 8 inches in diameter. CONSULTANT will also perform engineering design, permitting, and bidding assistance services for the civil and mechanical improvements to the lift station. Additional engineering during construction may be requested in a future Consultant Services Authorization (CSA).

## **SCOPE OF SERVICES**

CONSULTANT shall perform and be responsible for the engineering Scope of Services as described herein:

### **Task 1 – Project Record Review**

#### **Subtask 1.1 – Kick-off Meeting and Site Visits:**

- Attend one (1) kick-off meeting with PBCWUD staff to discuss project goals, request records, review the scope of services and schedule, and prepare meeting minutes with a list of action items with responsible parties and due dates.
- Visit the project site with PBCWUD staff to review and confirm scope of work.

#### **Subtask 1.2 – Review Records and Geographic Information Systems (GIS)**

CONSULTANT shall review available as-built record drawing information for the existing PBCWUD force mains and the developer plans for the Finrock site. These drawings will be used to assist in preparing the force main connection locations and routing. At PBCWUD's request, the CONSULTANT will assist PBCWUD with obtaining copies of the available as-built drawings by reviewing GIS records and requesting specific record drawings from PBCWUD.

#### **Subtask 1.3 – Wet Well Drawdown Tests**

During the site visit, the CONSULTANT shall assist PBCWUD staff to perform and record wet well drawdown tests. Drawdown tests will be conducted a minimum of two (2) times per pump where possible.

#### **Subtask 1.4 - Pump Data Collection and Review**

CONSULTANT shall coordinate with PBCWUD's staff to obtain pressure data, flow data, pump run times and other information required for evaluation of the required pumping capacity of the lift station to determine if larger or smaller pumps will be required. PBCWUD will provide CONSULTANT with lift station average daily influent flows.

#### **Subtask 1.5 - System Curves and Pump Selection**

CONSULTANT will use the pressure data to create a low-pressure system curve and a high-pressure system curve. The low and high-pressure system curves shall be plotted together with the selected pump curves from each of PBCWUD's pre-approved pump manufacturers.

#### ***Task 1 Deliverables:***

- Meeting minutes with list of action items in portable document format (PDF).
- Drawdown test results, system curves and pump selection report.



**Task 1 Assumptions:**

- PBCWUD staff will determine the size of the force main to be designed.
- PBCWUD has an easement for the existing force main and the new main will be installed in the same easement.
- PBCWUD shall provide available record drawings for the existing force mains.
- PBCWUD staff will assist with performing all wet well drawdown and pressure tests.
- PBCWUD shall provide the most recent record drawings for the lift station in AutoCAD and PDF format.
- PBCWUD shall provide lift station average daily influent flows.
- PBCWUD shall identify the minimum and maximum anticipated connection pressures for the lift station and the pressure location/elevation within the system.

**Task 2 – Utility Locates****Subtask 2.1 Sunshine One Call and Underground Utility Locates**

Under this task, the CONSULTANT shall call in a Sunshine One Call Design Ticket and contact utility companies listed on the design ticket that may have underground or aboveground service lines, utilities, easements, or structures within or adjacent to the project limits. CONSULTANT will request location, alignment, size, diameter, material, and depth of cover of existing facilities in order to avoid conflicts with proposed improvements. If record drawings are not available, CONSULTANT will request that the utility mark and provide the best available information on a plan view sheet. If the company has no existing utilities in the area, CONSULTANT will request that the utility confirm such by stating that there are no utilities in the area. If existing utility information is not available, CONSULTANT will perform horizontal locations of existing detectable utility mains using electromagnetic (EM) and ground-penetrating radar (GPR) techniques, mark selected targets on the ground surface as necessary, and review onsite discoveries with onsite personnel/surveyors, where applicable.

**Subtask 2.2 Soft Digs**

CONSULTANT will provide services to conduct one (1) soft dig to confirm the depth, diameter, and material of the 10-inch ductile iron force main on the west side of SR 715 where the new force main will connect via wet-tap.

**Task 2 Deliverables:**

- Report provided by CONSULTANT in PDF indicating findings of utility locates performed.

**Task 2 Assumptions:**

- The existing force main on the west side of SR 715 is in the grass shoulder and no maintenance of traffic, asphalt road restoration, or permitting will be required to perform the soft dig.

**Task 3 – Survey**

Under this task, CONSULTANT shall perform a topographic survey of the existing force main/proposed force main route, depicting the horizontal and vertical location of visible facilities and surface features. The following will be included as part of the survey efforts for this project:

1. Obtain horizontal and vertical control for this project using information published by the Palm Beach County Engineering and Public Works Department – Roadway Production Division, Land Survey Section utilizing State Plane Coordinates for horizontal control and the North American Vertical Datum of 1988 (NAVD 88) for vertical control.
2. Location of visible, fixed improvements within the existing force main easement/proposed force main route depicting the horizontal and vertical location of facilities.
3. Provide one cross-section of the existing irrigation canal for the design/permitting of a new force main crossing.
4. Location of above-ground existing utilities: Florida Power & Light Company (FPL), AT&T, cable TV, natural gas, potable water (valves, fire hydrants, and meters), force mains (valves), sanitary sewer, reclaimed water mains (valves), storm sewers, including information on invert elevations, pipe size, type, and direction for storm and sanitary infrastructure.
5. Provide and reference two (2) site benchmarks. Elevations to be referenced to an existing established City of Belle Glade or County Benchmark.
6. Locate utilities marked in the field with paint or flags and incorporate them into the survey file.

**Task 3 Deliverables:**

- An electronically signed and sealed PDF file of topographic survey drawings.

**Task 3 Assumptions:**

- The new force main will be located in the existing force main easement. It is not anticipated that any temporary construction easements will be necessary.
- PBCWUD shall provide record drawings of the lift station completed by the developer (Finrock) as part of the developer’s electrical and civil improvements to the lift station.
- Survey of the existing lift station is not included, and the lift station improvements will be depicted on the lift station record drawings provided by PBCWUD from the developer in AutoCAD format.

#### **Task 4 – Geotechnical Investigation**

The CONSULTANT shall perform a subsurface exploration and geotechnical study to obtain subsurface soil information necessary for the proper design of a new canal crossing. The work includes one (1) Standard Penetration Test (SPT) to a depth of 35 feet in the vicinity of the irrigation canal. The boring will be performed in general accordance with procedures recommended in the American Society for Testing and Materials (ASTM) D-1586, using a truck-mounted drilling rig. A geotechnical report with a site plan showing the location of the boring, logs of the exploratory boring, results from SPT samples, identification of organics, and anticipated groundwater levels and will be made available to potential bidders for informational purposes only.

##### ***Task 4 Deliverables:***

- One (1) PDF file and three (3) hard copies of signed and sealed geotechnical report.

##### **Task 4 Assumptions:**

- It is assumed that all borings will be conducted within PBCWUD easements and that no permits will be needed to complete the geotechnical investigation.

#### **Task 5 – Design**

The CONSULTANT shall provide engineering services consisting of the preparation of drawings and specifications depicting the proposed force main replacement and lift station improvement work suitable for public bidding and construction of the work.

This bid package is anticipated to have approximately 21 required engineering drawings. The drawings will generally include:

- Cover Sheet
- Sheet Index
- Location Map Sheet
- Legend Sheet
- General Notes Sheet
- Six (6) Force Main Plan Sheets
- One (1) Canal Crossing Profile Sheet
- One (1) Lift Station Existing Site/Demolition Plan
- One (1) Proposed Lift Station Site Plan & Profile
- Up to six (6) PBCWUD's standard detail sheets supplemented by one (1) additional Civil Detail Sheet, as necessary

The drawings will include PBCWUD's standard details. These will be supplemented with the CONSULTANT's standard details. The PBCWUD's Minimum Design & Construction Standards will be supplemented with the CONSULTANT's standard specifications as applicable to the project for preparation of the project technical specifications to be included in the bidding documents.

#### **Subtask 5.1 60% Submittal**

The CONSULTANT shall provide one (1) digital PDF set for review and at PBCWUD's request, up to two (2) full-size (22" x 34") sets and five (5) half-size (11" x 17") sets of plans (all legible including detail sheets) for review and comment by PBCWUD at the 60% complete stage. The submittal will also include a draft outline of the specifications table of contents and an Engineer's Opinion of Probable Construction Costs (EOPCC).

#### **Subtask 5.2 90% Submittal**

The CONSULTANT shall provide one (1) digital PDF set for review and at PBCWUD's request, up to two (2) full-size (22" x 34") sets and five (5) half-size (11" x 17") set of plans (all legible including detail sheets) for review and comment by PBCWUD at the 90% complete stage. The submittal will address PBCWUD's comments on the 60% submittal and will also include an updated table of contents and a complete draft of the technical specification sections and an EOPCC will be provided.

#### **Subtask 5.3 Bid Submittal**

The CONSULTANT shall prepare bid documents incorporating permitting comments available at the time of bidding submittal development. CONSULTANT will provide Computer-Aided Design (AutoCAD) files of the drawings. The CONSULTANT will also provide an electronically signed and sealed PDF file of the CONSULTANT's bid submittal drawings and specifications and an EOPCC will be provided. CONSULTANT shall also provide Microsoft Word (Word) files and one set of un-bound technical specifications and a bid schedule for preparation of bid sets. The CONSULTANT will provide PBCWUD with up to three (3) full-size (22" x 34") signed and sealed sets of the CONSULTANT's final plans and three (3) signed-and-sealed copies of the technical specifications upon final completion for PBCWUD's use in the bidding of the project.

#### ***Task 5 Deliverables:***

- One (1) electronic PDF file of the submittal package and up to two (2) full-size sets and five (5) half-size sets of the 60% complete submittal package.
- One (1) electronic PDF file of the submittal package and up to two (2) full-size sets and five (5) half-size sets of the 90% complete submittal package.
- One (1) electronic PDF file of the signed-and-sealed submittal package on a flash drive and up to two (2) full-size sets of the drawings (drawings in AutoCAD; specifications in Word).
- One (1) electronic PDF file of the EOPCC will be provided with the 60%, 90%, and bid submittals.

**Task 5 Assumptions:**

- Updating of record drawings is not included in this task.
- The proposed force main will be depicted in plan view and a profile view will be prepared for the canal crossing and SR 715 crossing only.
- CONSULTANT will use its best knowledge and efforts in good faith to prepare an EOPCC, but CONSULTANT has no control over or responsibility for the cost of materials or labor of the Construction Contractor, market conditions, or the Construction Contractor's means, methods, sequences, scheduling, and techniques of construction, and thus cannot be responsible for any cost deviations and differences, however significant, of the Construction Contractors' bids in comparison to the CONSULTANT's EOPCC.

**Task 6 – Permitting**

CONSULTANT shall prepare and submit permit applications as required by the governing regulatory agencies. CONSULTANT will coordinate with the permitting agencies during the review process on a regular basis in an effort to keep the project on schedule and shall respond to review comments and Requests for Information (RFIs). Permits will be required from the following agencies:

- Palm Beach County Health Department
- Florida Department of Transportation
- South Florida Conservancy District

**Task 6 Deliverables:**

- Electronic PDF files of the draft and final permit applications.
- Signed and sealed sets of plans required for permit application submittal packages.
- Permit tracking spreadsheet indicating permit application submission, RFIs, and permit approval dates.

**Task 6 Assumptions**

- PBCWUD will be responsible for all applicable permit fees.
- All permitting submittals will be electronic.

**Task 7 – Bidding Phase Services**

Attend a pre-bid meeting, attend one (1) site visit, and prepare meeting minutes for PBCWUD to issue to plan holders. Respond to questions bidders may have concerning the CONSULTANT's bid documents and issue addenda as necessary to clarify the CONSULTANT's bid documents. Evaluate bids and prepare a recommendation of award. Within two (2) weeks of PBCWUD requesting Conformed Contract Documents, CONSULTANT will produce Conformed Contract Documents associated with the CONSULTANT's work incorporating Bid Addenda and provide PBCWUD with:

- Four (4) full-size (22" x 34") drawing sets (signed and sealed, stamped, and issued for construction)
- Six (6) half-size (11" x 17") drawings sets (signed and sealed, stamped, issued for construction)
- A summary of permit statuses
- Copies of all accepted permits
- One set of conformed technical specifications

CONSULTANT will provide two (2) flash drives containing the above documents in PDF and the drawings in AutoCAD (version 2020 or later) for PBCWUD and the Contractor's use preparing Record Drawings.

**Task 7 Deliverables**

- Bid documents
- Meeting minutes and sign-in sheets from the pre-bid meeting and site visits
- Addenda, if required
- Recommendation of award
- Conformed documents

**Task 8 - Project Management**

Project management includes contract administration, quality assurance/quality control (QA/QC), and project meetings with PBCWUD staff.

**Subtask 8.1 Contract Administration**

The progress of the project will be monitored, and resources will be managed to achieve the schedule, budget, and work quality goals of the project. The CONSULTANT will coordinate with PBCWUD staff and will keep PBCWUD informed as to the status and progress of the project.

Communications with PBCWUD will be conducted under this task. Invoices shall be prepared monthly.

**Subtask 8.2 Quality Assurance/Quality Control (QA/QC)**

The CONSULTANT will be conducting internal QA/QC review of the deliverables for conformance to contract and internal program requirements. The results of these reviews will be incorporated into the deliverables prior to submission to PBCWUD for review and comment.

**Subtask 8.3 Monthly Schedule Update**

Submit electronically a project schedule on a monthly basis. This schedule will be submitted on the first Friday of every month for the duration of the contract.

**Subtask 8.4 Project Design Review and Coordination Meetings**

Attend and participate in project meetings with PBCWUD staff. Up to four (4) meetings have been budgeted for as follows:

1. Attend up to four (4) meetings total during the design phase of the project. Meetings are anticipated as follows:
  - a. One (1) 60% complete submittal review meeting
  - b. One (1) 90% complete submittal review meeting
  - c. One (1) final review meeting before the project is bid or awarded to the Contractor
  - d. One (1) design coordination meetings

**Task 8 Deliverables**

- Provide a monthly updated project schedule in PDF.
- Provide meeting minutes summarizing the key points of all review meetings in PDF.

**SCOPE OF SERVICES ASSUMPTIONS:**

1. Construction Contractor's responsibilities - The CONSULTANT shall not have control over or charge of and shall not be responsible for the Construction Contractor's means, methods, techniques, sequences or procedures, or for their safety precautions and programs in connection with the Work, since these are solely the Contractor's responsibility under its Contract for Construction. The CONSULTANT shall not be responsible for Contractor's schedules or failures to carry out the Work in accordance with the Contract Documents. The CONSULTANT shall not have control over or charge of the acts or omissions of the Contractor or its subcontractors, its suppliers, agents, employees, or any other persons performing portions of the Work.
2. Hazardous materials - Unless otherwise specifically required by this contract or through purchase orders, the CONSULTANT shall not have any responsibility for the discovery, presence, handling, removal or disposal, or exposure of persons to any hazardous or toxic substance of any form at the project site.
3. Engineering Services during Construction are not included in this Authorization. CONSULTANT's scope of work and compensation for this task will be determined in a future CSA or supplement to this Contract.

**PBCWUD RESPONSIBILITIES:**

1. Designate a project representative as PBCWUD's primary contact for CONSULTANT. CONSULTANT will rely on PBCWUD's designated project representative for instructions and approval of CONSULTANT's services.
2. Provide existing record drawings, GIS files, system pressures, available modeling, future projects and improvements information, and other information pertinent to the project and project schedule.
3. Review and provide comments on all deliverables within two (2) weeks of delivery.
4. Attendance of key PBCWUD personnel to meetings as requested. It is requested to have key staff from the Engineering, Construction, and Operations & Maintenance (O&M) divisions present at project review meetings.
5. Indicate to CONSULTANT what size force main is required to be designed.



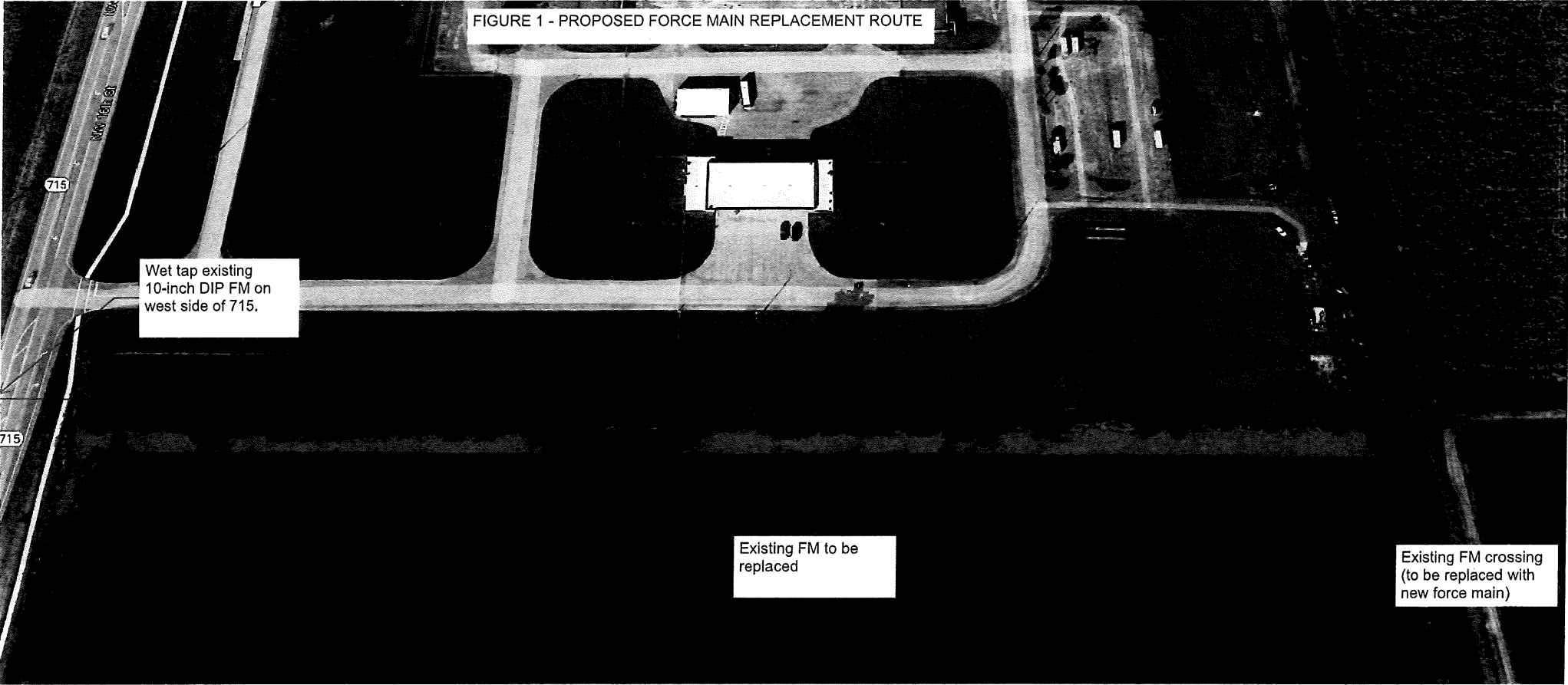
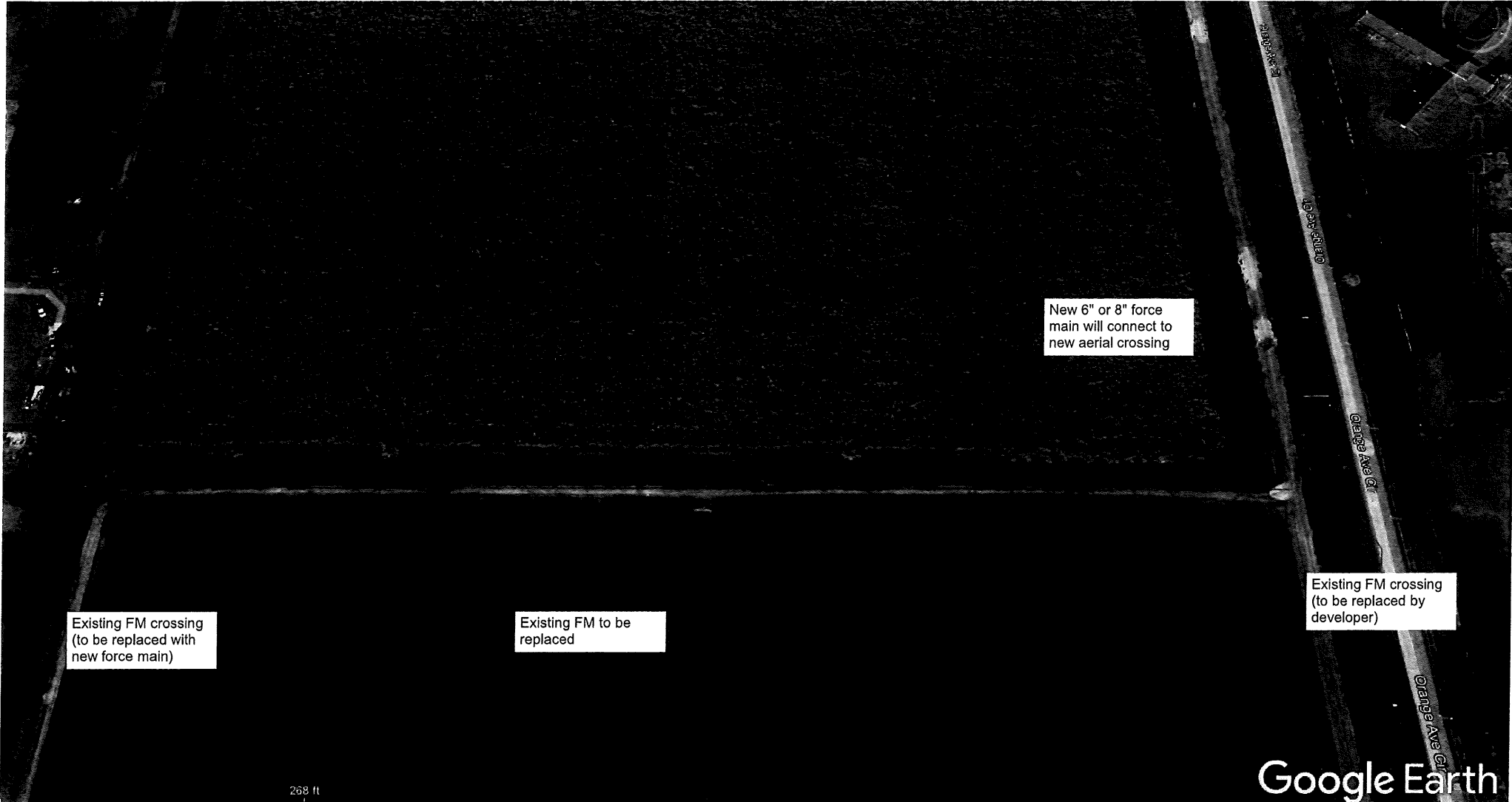


FIGURE 1 - PROPOSED FORCE MAIN REPLACEMENT ROUTE



New 6" or 8" force main will connect to new aerial crossing

Existing FM crossing (to be replaced with new force main)

Existing FM to be replaced

Existing FM crossing (to be replaced by developer)

268 ft

Google Earth

## ATTACHMENT B

### SUMMARY AND STATUS OF CONSULTANT SERVICES AUTHORIZATIONS

Auth. No.	WUD Project No.	Title	Status	Project Total Amount	SBE Total Amount	SBE Participation %	By	Date
1	21-016	Valve Additions - Phase 1	Approved	\$200,714.90	\$143,914.90	71.70%	BCC	4/6/2021
2	21-035	Priority Aerial Canal Crossing Improvement Phase 3	Approved	\$614,585.59	\$555,516.79	90.38%	BCC	5/18/2021
3	21-059	Improvements to Lift Stations 980, 981, and 1051	Approved	\$170,736.11	\$157,826.11	92.43%	BCC	8/17/2021
3.1	21-059	Improvements to Lift Stations 980, 981, and 1051	Pending	\$98,701.45	\$90,654.26	91.84%	CRC	Pending
4	22-003	Valve Additions - Phase 2	Pending	\$236,305.02	\$167,396.58	70.83%	BCC	Pending
5	22-002	Finrock Lift Station and Force Main Rehabilitation	Pending	\$139,845.95	\$130,400.95	93.24%	BCC	Pending

ATTACHMENT C

OEBO SCHEDULE 1

Office of Equal Business Opportunity Compliance Programs

**OEBO SCHEDULE 1**

**LIST OF PROPOSED CONTRACTOR/CONSULTANT AND SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION**

SOLICITATION/PROJECT/BID NAME: Finrock Lift Station and Force Main Rehabilitation  
 NAME OF PRIME RESPONDENT/BIDDER: Holtz Consulting Engineers, Inc.  
 CONTACT PERSON: Stephen Fowler, P.E.  
 SOLICITATION OPENING/SUBMITTAL DATE: N/A

SOLICITATION/PROJECT/BID No.: WUD 22-002  
 ADDRESS: 270 South Central Blvd. Suite 207, Jupiter, FL 33458  
 PHONE NO.: 561-575-2005 E-MAIL: stephen.fowler@holtzconsulting.com  
 DEPARTMENT: Water Utilities Department

**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 Minority/Women Business	SBE Small Business	Black	Hispanic	Women	Caucasian	Other (Please Specify)
1. Holtz Consulting Engineers, Inc. 270 S. Central Blvd., Suite 207 Jupiter, FL 33458 561-575-2005	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____	\$119,475.95	_____	_____	_____
2. Underdog Utility Detection, LLC 3819 Victoria Drive West Palm Beach, FL 33408 561-687-8536	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	\$3,500.00	_____
3. Dennis J. Leavy & Associates, Inc. 460 Business Parkway, Suite B Royal Palm Beach, FL 33411 561-753-0650	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	_____	\$10,925.00	_____
4. Tierra South Florida, Inc. 2765 Vista Parkway, Suite 10 West Palm Beach, FL 33411 561-687-8536	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	\$5,945.00
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____

(Please use additional sheets if necessary)

Total Bid Price \$ \$139,845.95

Total \$119,475.95  
 Total SBE - M/WBE Participation \$130,400.95 / 93.24%

I hereby certify that the above information is accurate to the best of my knowledge: Andrea Holtz  
 Authorized Signature

Andrea Holtz, President  
 Title

- Note:**
- 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.
  - 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.
  - Modification of this form is not permitted and will be rejected upon submittal.

**ATTACHMENT C**

**OEBO SCHEDULE 2**

**Office of Equal Business Opportunity Compliance Programs**

Revised 04/26/2021

**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: WUD 22-002

SOLICITATION/PROJECT NAME: Finrock Lift Station and Force Main Rehabilitation

Prime Contractor: Holtz Consulting Engineers, Inc. Subcontractor: Holtz Consulting Engineers, Inc.

**(Check box(s) that apply)**

SBE  WBE  MBE  M/WBE  Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 10/3/19-10/2/22

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

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>
<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	<input type="checkbox"/> African-American/Black <input type="checkbox"/> Asian American <input type="checkbox"/> Caucasian American	<input type="checkbox"/> Supplier
	<input checked="" 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
	Civil and Mechanical Engineering				\$119,475.95

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: \$119,475.95

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.

\_\_\_\_\_ Price or Percentage: \_\_\_\_\_

Name of 2<sup>nd</sup>/3<sup>rd</sup> tier Subcontractor/subconsultant

Holtz Consulting Engineers, Inc.  
 Print Name of Prime  
 By: Andrea Holtz  
 Authorized Signature  
Andrea Holtz, P.E.  
 Print Name  
President  
 Title  
 Date: 12/6/21

Holtz Consulting Engineers, Inc.  
 Print Name of Subcontractor/subconsultant  
 By: Andrea Holtz  
 Authorized Signature  
Andrea Holtz, P.E.  
 Print Name  
President  
 Title  
 Date: 12/6/21

**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: WUD 22-002

SOLICITATION/PROJECT NAME: Finrock Lift Station and Force Main Rehabilitation

Prime Contractor: Holtz Consulting Engineers, Inc. Subcontractor: Underdog Utility Detection, LLC

**(Check box(s) that apply)**  
SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): N/A

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

<b><u>Column 1</u></b>	<b><u>Column 2</u></b>	<b><u>Column 3</u></b>
<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
1	Underground Utility Locating Services		1		\$3,500.00

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: \$3,500.00

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.

\_\_\_\_\_ Price or Percentage: \_\_\_\_\_

Name of 2<sup>nd</sup>/3<sup>rd</sup> tier Subcontractor/subconsultant

**Holtz Consulting Engineers, Inc.**

Print Name of Prime

By: Andrea Holtz  
 Authorized Signature

Andrea Holtz

Print Name

**President**

Title

Date: 11-16-2021

**Underdog Utility Detection, LLC**

Print Name of Subcontractor/subconsultant

By: Justin Ryan  
 Authorized Signature

Justin Ryan

Print Name

**President**

Title

Date: 11-16-2021



**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.

WUD 22-002

SOLICITATION/PROJECT NUMBER: \_\_\_\_\_

SOLICITATION/PROJECT NAME: Finfrock Lift Station and Force Main Rehabilitation

Prime Contractor: Holtz Consulting Engineers, Inc. Subcontractor: Dennis J. Leavy & Associates, Inc.

**(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):

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>
<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
	Topography - Engineering Survey				\$10,925.00

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: \$10,925.00

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.

\_\_\_\_\_ Price or Percentage: \_\_\_\_\_

Name of 2<sup>nd</sup>/3<sup>rd</sup> tier Subcontractor/subconsultant

Holtz Consulting Engineers, Inc.

Print Name of Prime

By: Andrea Holtz  
Authorized Signature

Andrea Holtz, P.E.

Print Name

**President**

Title

Date: 11/16/21

Dennis J. Leavy & Associates, Inc.

Print Name of Subcontractor/subconsultant

By: David A. Bower  
Authorized Signature

David A. Bower, PSM

Print Name

**Vice President**

Title

Date: 11/16/21

Revised 02/17/2010

**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.

**WUD 22-002**

SOLICITATION/PROJECT NUMBER: \_\_\_\_\_

SOLICITATION/PROJECT NAME: Finfrock Lift Station and Force Main Rehabilitation

Prime Contractor: Holtz Consulting Engineers, Inc. Subcontractor: Tierra South Florida, Inc.

**(Check box(s) that apply)**

SBE  WBE  MBE  M/WBE  Non-S/M/WBE Date of Palm Beach County Certification (if applicable): NA

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

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>
<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> African-American/Black <input checked="" type="checkbox"/> Asian American <input 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
	Geotechnical Engineering Services				\$5,945.00

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: \$5,945.00

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.

\_\_\_\_\_ Price or Percentage: \_\_\_\_\_

Name of 2<sup>nd</sup>/3<sup>rd</sup> tier Subcontractor/subconsultant

**Holtz Consulting Engineers, Inc.**  
 \_\_\_\_\_  
 Print Name of Prime  
 By: Andrea Holtz  
 Authorized Signature  
Andrea Holtz, P.E.  
 Print Name  
**President**  
 Title  
 Date: 11/16/21

**Tierra South Florida, Inc.**  
 \_\_\_\_\_  
 Print Name of Subcontractor/subconsultant  
 By: [Signature]  
 Authorized Signature  
Raj Krishnasamy, P.E.  
 Print Name  
**President**  
 Title  
 Date: 11/16/21

# 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 Service</u>	<u>Completion Date from Notice to Proceed (Calendar Days)</u>
Task 1 Project Record Review	45
Task 2 Utility Locates	45
Task 3 Survey	60
Task 4 Geotechnical Investigation	45
Task 5 Design	215
Task 6 Permitting	230
Task 7 Bidding Phase Services	275
Task 8 Project Management	275
<b>Total CSA Duration</b>	<b>275 Calendar Days</b>

Revised 04/26/2021

**ATTACHMENT E  
BUDGET SUMMARY**

Palm Beach County Water Utilities Department  
 Contract for Consulting/Professional Services Utility Distribution and Collection System Engineering Services  
 Resolution No.: R2020-1897 Contract Dated: December 15, 2020  
 Consultant Services Authorization: 5  
 Consultant: Holtz Consulting Engineers, Inc.  
 Project Title: Frinrock Lift Station and Force Main Rehabilitation  
 PBCWUD Project No.: 22-002

Task No.	Task Description	Labor Classification and Hourly Rate										Mileage	ODC	Sub Consultant Services	TASK TOTAL	
		Principal	Associate Engineer	Senior Project Manager	Project Engineer (PE)	Project Engineer (EI)	Senior Designer CADD Technician	Drafter	Administrative Assistant	Total Raw Labor						
		\$ 84.13	\$ 70.68	\$ 54.39	\$ 40.95	\$ 33.34	\$ 38.78	\$ 33.18	\$ 30.10							
1.0	Project Record Review															
1.1	Kick-off Meeting and Site Visits Including Agenda and Minutes		5		6	5						\$ 765.80			\$ 2,266.77	
1.2	Review Records and GIS		3		8	8						\$ 806.36			\$ 2,386.83	
1.3	Wet Well Drawdown Test		1		3	3						\$ 293.55			\$ 868.91	
1.4	Pump Data Collection and Review		2		3	4						\$ 397.57			\$ 1,176.81	
1.5	System Curves and Pump Selection		2		3	4						\$ 397.57			\$ 1,176.81	
2.0	Utility Locates															
2.1	Sunshine One Call and Underground Utility Locates		2		4	4	8			2		\$ 808.96			\$ 2,394.51	
	Subconsultant - Underdog Utility Detection, LLC												\$ 3,200.00		\$ 3,200.00	
2.2	Soft Digs				3	3						\$ 222.87			\$ 659.70	
	Subconsultant - Underdog Utility Detection, LLC												\$ 300.00		\$ 300.00	
3.0	Survey		1		4	4	6			2		\$ 660.72			\$ 1,955.72	
	Subconsultant - Dennis J. Leavy & Associates, Inc.												\$ 10,925.00		\$ 10,925.00	
4.0	Geotechnical Investigation		1		2					2		\$ 212.78			\$ 629.83	
	Subconsultant - Tierra South Florida, Inc.												\$ 5,945.00		\$ 5,945.00	
5.0	Design															
5.1	60-Percent Progress Drawings and EOPCC	4	40		55	60	70			1		\$ 10,161.07			\$ 30,076.77	
5.2	90-Percent Progress Drawings and EOPCC	4	30		45	45	50			1		\$ 7,769.07			\$ 22,996.45	
5.3	Bid Submittal	4	18		35	35	40			1		\$ 5,790.21			\$ 17,139.02	
6.0	Permitting		10		14	20				4		\$ 2,067.30			\$ 6,119.21	
7.0	Bidding Phase Services		7		5	7	4			4		\$ 1,208.41			\$ 3,576.89	
8.0	Project Management															
8.1	Contract Administration		36							12		\$ 2,905.68			\$ 8,600.81	
8.2	QA/QC	16	32									\$ 3,607.84			\$ 10,679.20	
8.3	Monthly Schedule Update		12									\$ 848.16			\$ 2,510.55	
8.4	Project Design Review and Coordination Meetings (up to 4 total)		12		12	3						\$ 1,439.58			\$ 4,261.16	
	<b>Totals</b>	<b>28</b>	<b>214</b>	<b>0</b>	<b>202</b>	<b>205</b>	<b>178</b>	<b>0</b>	<b>29</b>				<b>0</b>	<b>0</b>	<b>\$ 20,370.00</b>	<b>\$ 139,845.95</b>
	Labor Total Hours	28	214	0	202	205	178	0	29							
	Labor Hourly Billing Rates	\$ 84.13	\$ 70.68	\$ 54.39	\$ 40.95	\$ 33.34	\$ 38.78	\$ 33.18	\$ 30.10							
	Labor Raw Costs	\$ 2,355.64	\$ 15,125.52	\$ -	\$ 8,271.90	\$ 6,834.70	\$ 6,902.84	\$ -	\$ 872.90							
	Labor Multiplier	2.96	2.96	2.96	2.96	2.96	2.96	2.96	2.96							
	Labor SubTotal	\$ 6,972.69	\$ 44,771.54	\$ -	\$ 24,484.82	\$ 20,230.71	\$ 20,432.41	\$ -	\$ 2,583.78							
	Labor Total														\$119,475.95	
	Mileage/ODC														\$0.00	
	Subconsultant Total														\$20,370.00	
	Project Total														\$139,845.95	



**DENNIS J. LEAVY & ASSOCIATES, INC**

Land Surveyors • Mappers

October 04, 2021



**via Email: [stephen.fowler@holtzconsulting.com](mailto:stephen.fowler@holtzconsulting.com)**

**Holtz Consulting Engineers, Inc.**

Mr. Stephen Fowler, P.E.

270 South Central Boulevard, Suite 207

Jupiter, FL 33458

**RE: *PROFESSIONAL LAND SURVEYING SERVICES – FINFROCK FORCE MAIN REPLACEMENT PROJECT, CITY OF BELLE GLADE, PALM BEACH COUNTY, FLORIDA. (DJLA #21-100-001)***

Mr. Fowler:

In response to your request for professional land surveying services, we are pleased to offer the following tasks and their respective fees.

**I. TOPOGRAPHIC SURVEY:**

- A. Obtain horizontal and vertical control utilizing Florida state plane 83/90 adjustment Horizontal Datum and NAVD 88 Vertical Datum.
- B. Prepare a Topographic Survey as defined in Rule 5J-17.050 of the Standards of Practice adopted by the Board of Professional Surveyors and Mappers. In particular, the survey will depict the following information:
  1. Topography at major ground elevation changes to depict existing ground profile at proposed project area (attached hereto as EXHIBIT 'A'), which shall include the following:
    - a. Location of visible fixed improvements within the proposed project limits/right-of-way, including physical objects, drainage swales, native trees, signs, fences and power poles.
    - b. Location of above ground existing utilities: FP&L, BellSouth, Cable TV, Natural Gas, Potable Water (valves, fire hydrants, and meters), Force Mains (valves), Sanitary Sewer, Reclaimed Water Mains (valves), Storm Sewers, including invert elevations, pipe size, type and direction for storm and sanitary infrastructure.
    - c. Elevations shall be obtained to indicate existing grades. Intermediate grades shall be indicated at all significant grade breaks.
    - d. Provide and reference benchmarks. Elevations to be referenced to an existing established City or County Benchmark.

460 BusinessParkWay, Suite B, Royal Palm Beach, Florida 33411 • Phone 561-753-0650  
SURVEY@DJLASURVEY.net

2. Provide a pdf file digitally signed and sealed by a registered land surveyor at 1" = 20' scale and a computer disk with survey and drawing information compatible with AutoCAD Civil 3D Version 2021.

**FEE FOR THE ABOVE SERVICES:.....\$ 10,925.00**

**It is the contractors/owners responsibility to review the scope of services proposed within this contract to insure that the services required to successfully complete this project will be provided.**

**The following statement is required by the State of Florida Statutes:**

**PURSUANT TO SECTION 558.0035 OF THE FLORIDA STATUTES, AS AMENDED, AN INDIVIDUAL EMPLOYEE OR AGENT OF DENNIS J. LEAVY & ASSOCIATES, INC. MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.**

**The above fees are subject to the following conditions:**

1. This Proposal is **valid for ninety (90) calendar days** from the date which first appears on this Proposal. DJLA reserves the right to review and modify the fee(s) and/or time schedule(s) stated in this Proposal.
2. Any services not included in this Proposal will be considered Additional Services. Additional Services will be provided at the hourly rates in effect at the time the services are requested, plus reimbursable expenses or for an agreed upon lump sum fee.

These fees do not include the cost of any governmental agency submittal fee or hard costs for printing, reproductions or fees for full-time construction supervision. Representation before public bodies, review agencies, etc. will be done at applicable hourly rates. This includes, but is not limited to, any administrative processing that may be required for submittal to the various municipal and county agencies. Payment is due upon receipt of the invoice and will be considered delinquent if payment is not received within thirty (30) business days of the date of said invoice. A late payment finance charge will be assessed at the rate of 1.5% per month if payment is not received within thirty (30) business days of the invoice date.

The obligation to provide services under this Proposal may be terminated by either party upon receipt of written notice within seven (7) business days in the event of a substantial failure by the other party to perform in accordance with the terms thereof through no fault of the terminating party. In the event of termination, Dennis J. Leavy & Associates, Inc. shall be paid for all services rendered to the date of termination including all reimbursable expenses and termination expenses. Liability of this contact is limited to not exceed the fees stated herein. Revisions and/or additional services required outside of this Proposal will be invoiced as an addendum to this Proposal. Fees for revisions and/or additional services will be invoiced based on our current hourly/unit rates.

This Proposal, consisting of seven (7) pages, represents the entire understanding between **Dennis J. Leavy & Associates, Inc.** and **Holtz Consulting Engineers, Inc.**, with respect to the project and may only be modified in writing, signed by all parties.

Thank you in giving us the opportunity to bid this project. We hope to hear from you shortly. If the terms and conditions contained herein are acceptable, please sign and return a copy of this Proposal to our office.

Should you have any questions regarding the above, please do not hesitate to contact me.  
Sincerely,

DENNIS J. LEAVY & ASSOCIATES, INC.

  
David A. Bower, P.S.M.  
Vice President



ACCEPTANCE OF PROPOSAL: The fees, terms and conditions, and specifications contained herein are satisfactory and are hereby accepted. Dennis J. Leavy & Associates, Incorporated is authorized to perform the work as specified.

**RE: PROFESSIONAL LAND SURVEYING SERVICES – FINROCK FORCE MAIN REPLACEMENT PROJECT, CITY OF BELLE GLADE, PALM BEACH COUNTY, FLORIDA. (DJLA #21-100-001)**

**PROPOSAL ACCEPTED BY:**

\_\_\_\_\_  
Name and Title

\_\_\_\_\_  
Firm Name

\_\_\_\_\_  
Date of Acceptance

**[By executing this Proposal, I represent that I am a duly authorized representative of the Company named above and have full power and authority to approve this Proposal].**

The following statement is required by the State of Florida Statutes.

**PURSUANT TO SECTION 558.0035 OF THE FLORIDA STATUTES, AS AMENDED, AN INDIVIDUAL EMPLOYEE OR AGENT OF DENNIS J. LEAVY & ASSOCIATES, INC. MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.**

## DENNIS J. LEAVY & ASSOCIATES, INC. BUDGET SUMMARY

Palm Beach County Water Utilities Department

Project Title: PBC WUD Finrock Force Main Replacement Project

WUD Project No.: 22-002

Consultant: Dennis J. Leavy & Associates, Inc. DJLA Job #21-100-001

### BUDGET SUMMARY

		Labor Classification and Hourly Rate								
Task		Senior Surveyor (PSM)	Staff Surveyor (PSM)	3 man Survey Crew	Survey Associate	CADD Technician	Clerical	Total	Sub Consultant Services	
Number	Task Description	\$110.01	\$95.00	\$140.00	\$75.01	\$65.01	\$75.00	Labor		
1	Survey and Mapping	3.267	0.000	46.000	15.000	45.000	1.000	110.267		
2	Sub-Consultatnt									
	<b>Subtotal Task 1</b>	3.27	0.00	46.00	15.00	45.00	1.00			
	<b>Subtotal Task 2</b>								0.00	
	Labor Subtotal Hours	3.27	0.00	46.00	15.00	45.00	1.00	172.00		
	Labor Raw Costs	\$359.40	\$ -	\$6,440.00	\$1,125.15	\$2,925.45	\$75.00	\$ 10,925.00		
	Labor Total	\$10,925.00								
	Reproduction	\$0.00								
	<b>Project Total</b>	<b>\$10,925.00</b>								

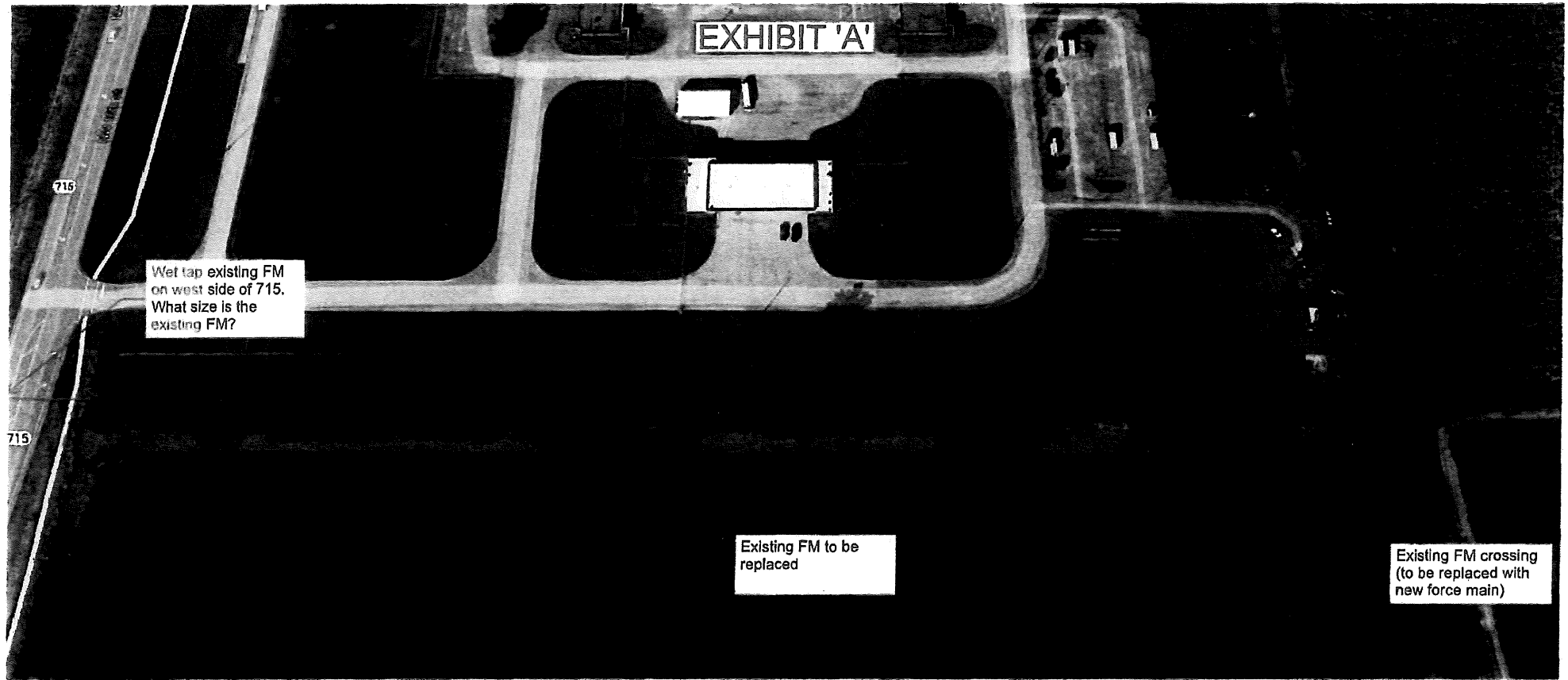


EXHIBIT 'A'

715

Wet tap existing FM on west side of 715. What size is the existing FM?

715

Existing FM to be replaced

Existing FM crossing (to be replaced with new force main)

EXHIBIT 'A'

New 6" or 8" force main will connect to new aerial crossing

Existing FM crossing (to be replaced with new force main)

Existing FM to be replaced

Existing FM crossing (to be replaced by developer)

Google Earth



October 18, 2021

**Holtz Consulting Engineers, Inc.**  
**270 South Central Blvd., Suite 207**  
**Jupiter, FL 33458**  
**Attn: Mr. Stephen Fowler, P.E., CGC**  
**email: [Stephen.Fowler@HoltzConsulting.com](mailto:Stephen.Fowler@HoltzConsulting.com)**

**RE: Proposal for Geotechnical Services**  
**PBC WUD Force Main Aerial Crossing**  
**Belle Glade, Florida**  
**TSF Proposal No.: 2110-739**

Dear Stephen:

As requested, **TIERRA SOUTH FLORIDA, INC. (TSF)** is pleased to submit this proposal for the above-referenced project. This proposal includes an outline of our proposed scope of work, an estimate of the total fees, and our anticipated schedule for completion of the work.

#### **PROPOSED SCOPE OF WORK**

All work performed by TSF will be in general accordance with PBC standards. We understand that replacement of an aerial crossing over a canal will be required in a force main replacement project in Belle Glade. As requested, TSF will perform one (1) Standard Penetration Test (SPT) boring to a depth of 40 feet for the proposed aerial crossing replacement.

Boring location will be approximately located and noted in the field by our personnel by measuring distances with a tape from known reference points. Elevation at boring location can be interpreted from topographic plans if furnished by others. Prior to drilling at the project site, TSF will notify the local utility companies and request that underground utilities be marked. Our experience, however, is that the utility companies will not mark privately owned utilities. Our proposal assumes that private utility lines will be located in the field by others prior to mobilization of the drill rig. TSF will recommend a utility line locating service upon request.

Upon completion of the field exploration, laboratory testing will be performed on selected samples. A geotechnical engineer will evaluate the results of all drilling and laboratory testing. A report will be issued that contains the exploration data, a discussion of the site and subsurface conditions, evaluation, estimated pile capacities and a discussion of some construction considerations.

### **ESTIMATED FEES**

It is proposed that the fee for the performance of the services outlined above is determined on a unit price basis in accordance with the attached Fee Schedule. On the basis of the proposed quantities, it is estimated that the total fee will be approximately as noted below:

<b>FIELD INVESTIGATION, LAB TESTING &amp; COORDINATION</b>	<b>\$2,630.00</b>
<b>ENGINEERING AND TECHNICAL SERVICES</b>	<b>\$3,315.00</b>
<b>TRAFFIC CONTROL -MOT</b>	<b>\$0.00</b>
	<b>\$5,945.00</b>

Our estimate covers the work needed to present our findings in a formal report. Not included are reviews of foundation drawings, preparation of construction specifications, special conferences and any other work requested after submittal of our report.

Boring, sampling, and testing requirements are a function of the subsurface conditions encountered. Therefore, the estimated fee previously indicated is approximate, and compensation for the exploration will be based on the actual work and tests performed. We will endeavor to keep the exploration cost at a minimum consistent with good engineering practice.

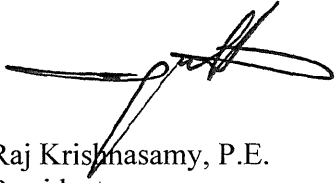
### **SCHEDULE AND AUTHORIZATION**

TSF will proceed with the work after receipt of a signed copy of this proposal. With our present schedule, we can commence work within a few days of project approval (weather permitting and utility clearance). The fieldwork is expected to take about one day to complete. The written report can be submitted about two weeks after completion of the field exploration, depending on the extent of the laboratory-testing program. Verbal preliminary recommendations can be made to appropriate parties prior to submittal of the written report.

We at TSF appreciate the opportunity to submit this proposal and look forward to working with you on this project. If you should have any questions concerning our proposal, please contact our office.

Respectfully submitted,

***TIERRA SOUTH FLORIDA, INC.***



Raj Krishnasamy, P.E.  
President

N. Manoharan, Ph.D.  
Senior Specialist

Attachments:

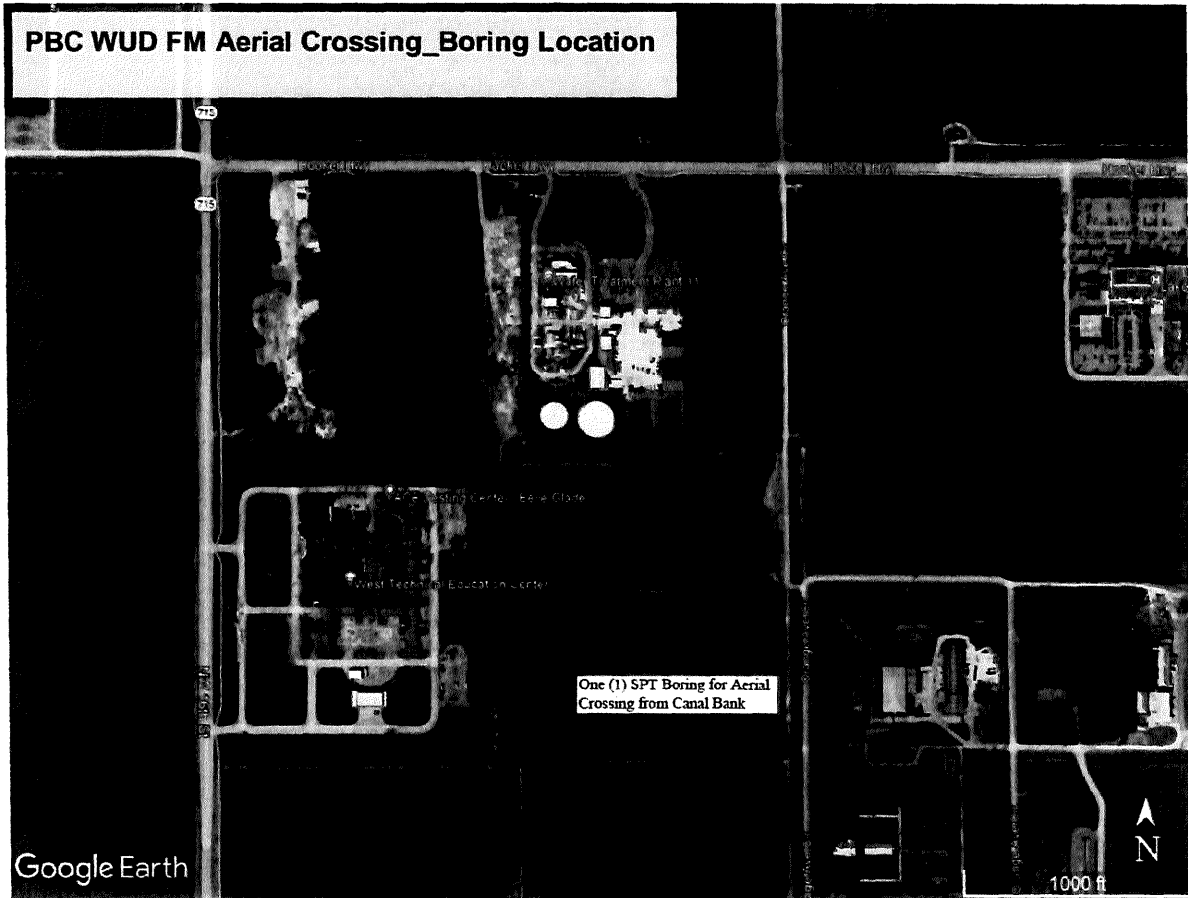
Fee Estimate

Boring Location Plan

TIERRA SOUTH FLORIDA, INC.

FIELD INVESTIGATION, LAB TESTING & COORDINATION				
	Unit	# of Units	Unit Price	Total
<b>FIELD INVESTIGATION</b>				
Mobilization of drilling equipment to project (Min. charge)				
VI. 8. 1. Truck-Mounted Equipment (50-mile travel) (VI. 8. 1)	Trip	1	\$ 350.00	\$ 350.00
VI. 3. 1. Standard Penetration Test Borings - Truck Rig (0 - 50 ft depth)	L.F.	40	\$ 13.00	\$ 520.00
VI. 4. 1. GroutSeal Boreholes 0 - 50 ft depth (VI. 4. 1.)	L.F.	40	\$ 6.00	\$ 240.00
VI. 5. 1. Casing Allowance 0 - 50 ft depth	L.F.	40	\$ 7.00	\$ 280.00
				1,390.00
<b>LABORATORY TESTING</b>				
I. 5. Atterberg Limit Test	Test	0	\$ 80.00	\$ 0.00
I. 7. Organic Content Test	Test	1	\$ 50.00	\$ 50.00
I. 8. Corrosion Series	Test	1	\$ 190.00	\$ 190.00
I. 10. Natural Moisture Content Tests	Test	1	\$ 20.00	\$ 20.00
III. 1. A. Grain size determination - Full Grain Size (8 sieves)	Test	1	\$ 75.00	\$ 75.00
III. 1. B. Grain size determination - Wash through (#200)	Test	0	\$ 45.00	\$ 0.00
VIII. 8. 4. Staff Engineer	Hour	2	\$ 105.00	\$ 210.00
				545.00
<b>FIELD ENGINEERING AND TECHNICAL SERVICES</b>				
VIII. 3. Engineer, P.E.	Hour	1	\$ 135.00	\$ 135.00
VIII. 5. Senior Engineering Technician	Hour	8	\$ 70.00	\$ 560.00
VIII. 6. Engineering Technician	Hour	0	\$ 65.00	\$ 0.00
				695.00
<b>ENGINEERING AND TECHNICAL SERVICES</b>				
VIII. 1. Principal Engineer/PM, P.E.	Hour	1	\$ 175.00	\$ 175.00
VIII. 2. Senior Geotechnical Engineer, P.E.	Hour	3	\$ 150.00	\$ 450.00
VIII. 3. Engineer, P.E.	Hour	18	\$ 135.00	\$ 2,430.00
VIII. 7. Drafter/Cadd	Hour	4	\$ 65.00	\$ 260.00
				3,315.00
<b>FEE FOR GEOTECHNICAL SERVICES - FM Aerial Crossing</b>			\$	<b>5,945.00</b>





**Underdog Utility Detection LLC.**

3524 Lone Pine Road  
Delray Beach FL 33445

# Proposal

**Proposal Date:** 9/30/2021

**Proposal #:** 617

**Project:** PBC WUD Force ...

**Bill To:**

Holtz Consulting  
270 Central Blvd  
Jupiter FL. 33458

Description	Est. Hours/Qty.	Rate	Total
<p>Locate and mark underground utilities utilizing Electromagnetic and Ground Penetrating Radar. 4Hr Min.</p> <p>Scope: PBC WUD Project to replace an existing force main in Belle Glade. Locating the existing force main shown on the attached markup. A larger area at SR 715 where they will connect to the existing force main (assume 40x40ft). Will only anything within 10 feet on each side of the existing force main as it goes through the fields.</p>	16	200.00	3,200.00
<b>Total</b>			<b>\$3,200.00</b>

## ATTACHMENT F

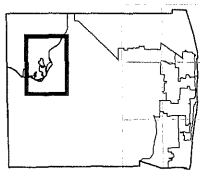
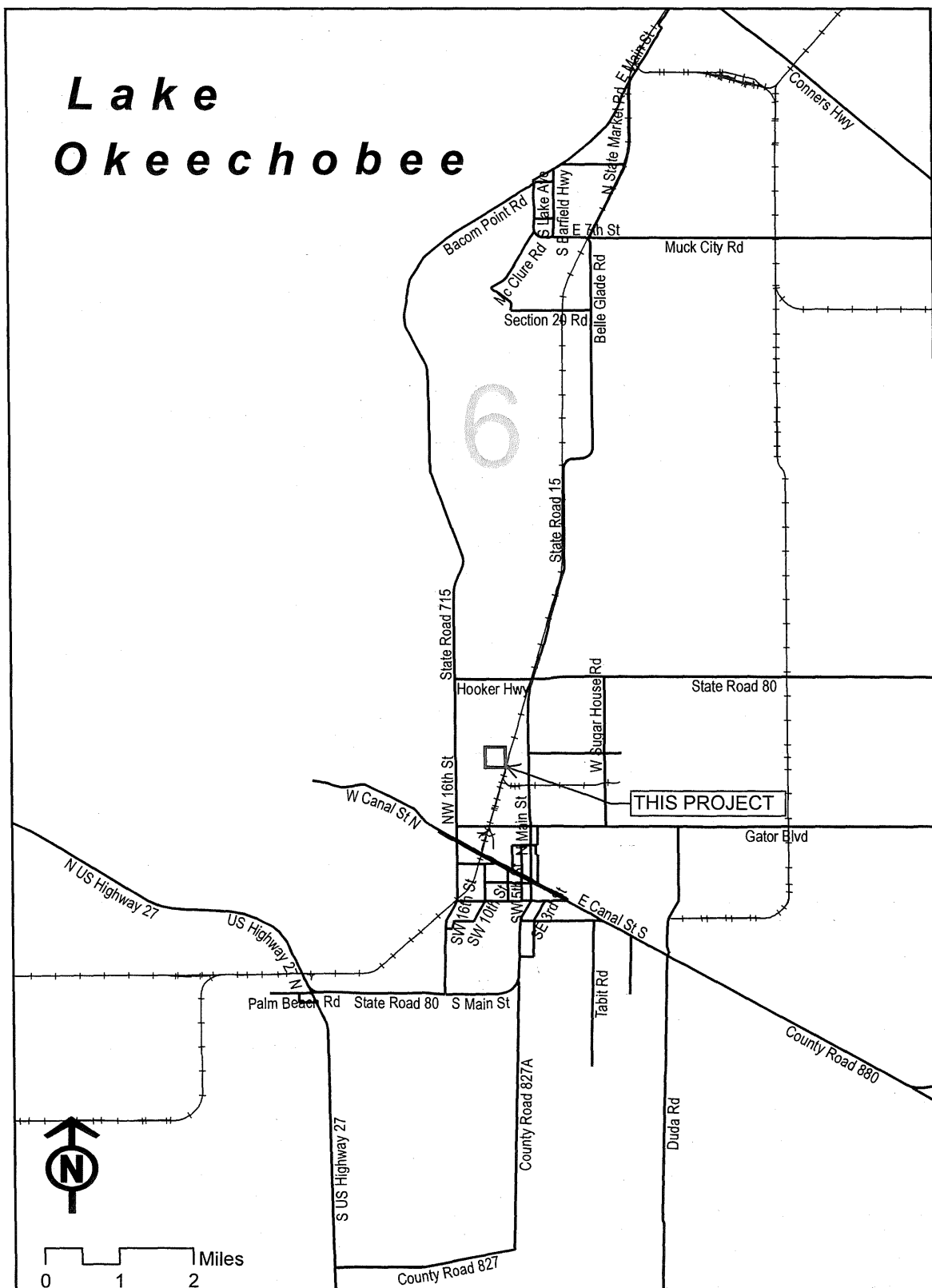
Palm Beach County Water Utilities Department  
 Contract for Consulting/Professional Services  
 Utility Distribution & Collection System Engineering Services  
 Resolution No. R2020-1897 Contract Dated December 15, 2020

### SUMMARY OF SBE-M/WBE BUSINESS TRACKING

Master Contract Goals	SBE: <u>96.00%</u>	M/WBE: <u>90.00%</u>	MBE (H): <u>85.00%</u>	MBE (A): <u>5.00%</u>
Current Proposal				
Value of Authorization No. <u>5</u>	<b>\$139,845.95</b>			
Value of SBE-M/WBE Letters of Intent	<b>\$130,400.95</b>	<b>\$119,475.95</b>	<b>\$119,475.95</b>	<b>\$0.00</b>
Actual Percentage	<b>93.24%</b>	<b>85.43%</b>	<b>85.43%</b>	<b>0.00%</b>
Signed/Approved Authorizations				
Total Value of Authorizations	<b>\$986,036.60</b>			
Total Value of SBE-M/WBE Signed Subcontractors	<b>\$857,257.80</b>	<b>\$752,207.80</b>	<b>\$732,937.80</b>	<b>\$19,270.00</b>
Actual Percentage	<b>86.93%</b>	<b>76.28%</b>	<b>74.33%</b>	<b>1.95%</b>
Signed/Approved Authorizations Plus Current Proposal				
Total Value of Authorization	<b>\$1,125,882.55</b>			
Total Value of Subcontractors & Letters of Intent	<b>\$987,658.75</b>	<b>\$871,683.75</b>	<b>\$852,413.75</b>	<b>\$19,270.00</b>
Actual Percentage	<b>87.72%</b>	<b>77.42%</b>	<b>75.71%</b>	<b>1.71%</b>

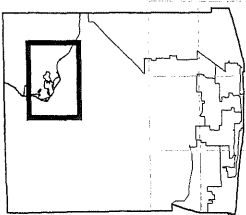
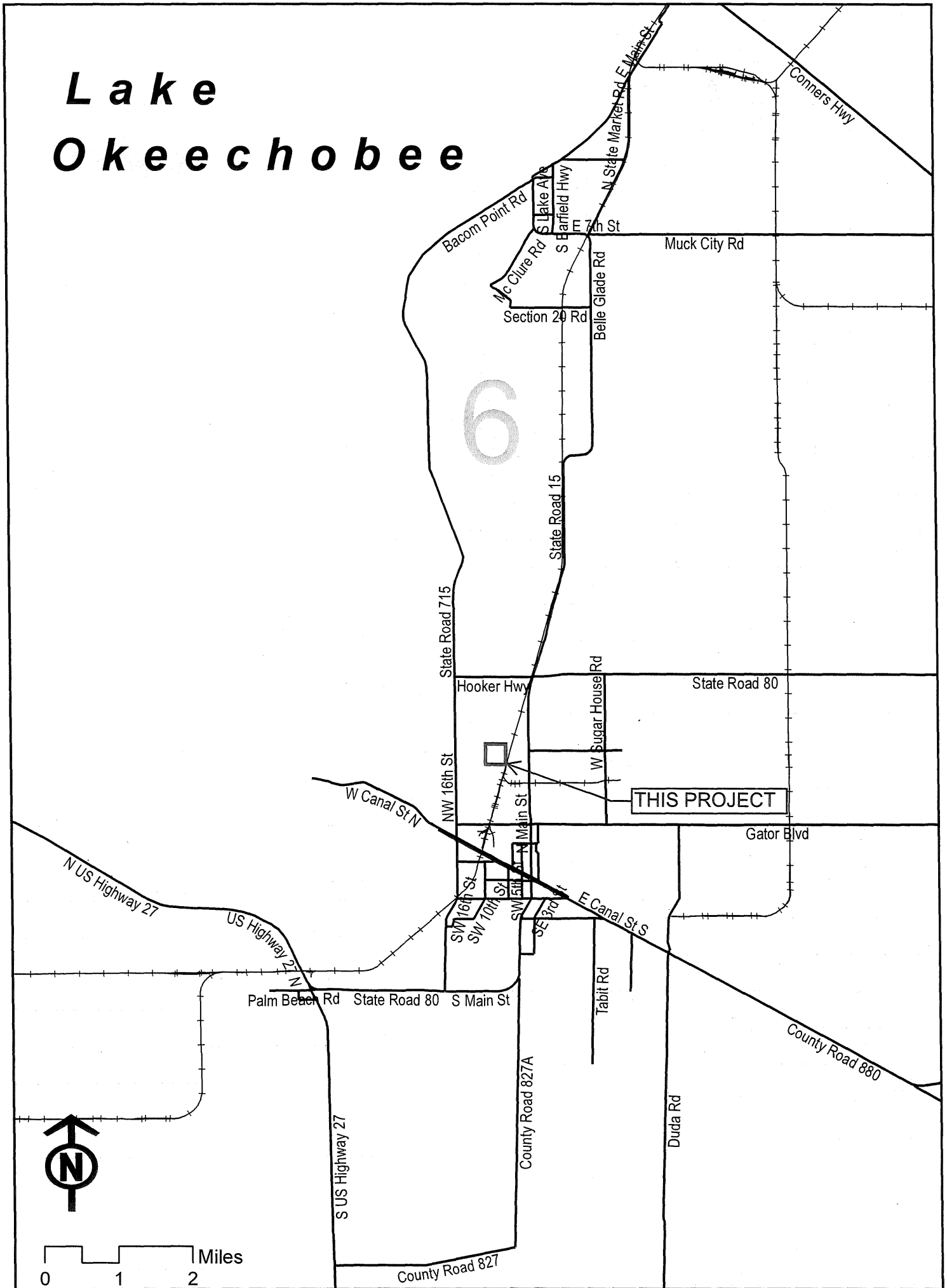
Revised 04/26/2021

ATTACHMENT G  
LOCATION MAP  
CONSULTANT SERVICE AUTHORIZATION No. 5  
HOLTZ CONSULTING ENGINEERS, INC.  
WUD PROJECT No. 22-002



ATTACHMENT 2  
LOCATION MAP  
AGENDA ITEM  
CONSULTANT SERVICE AUTHORIZATION No. 5  
HOLTZ CONSULTING ENGINEERS, INC.  
WUD PROJECT No. 22-002

# Lake Okeechobee





**CERTIFICATE OF LIABILITY INSURANCE**

DATE (MM/DD/YYYY)  
5/14/2021

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

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

<b>PRODUCER</b> CAL Risk Management 23 Eganfuskee Street Suite 102 Jupiter, FL 33477	<b>CONTACT NAME:</b> Suzanne Nelson	
	<b>PHONE (A/C, No, Ext):</b> (561) 868-6291	<b>FAX (A/C, No):</b> (561) 427-6730
<b>E-MAIL ADDRESS:</b> Snelson@calllc.com		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURER A :</b> Crum & Forster Specialty Ins		<b>44520</b>
<b>INSURER B :</b> Progressive Express Ins. Co		<b>10193</b>
<b>INSURER C :</b> Travelers Casualty & Surety Company		
<b>INSURER D :</b>		
<b>INSURER E :</b>		
<b>INSURER F :</b>		

**INSURED**  
 Holtz Consulting Engineers, Inc.  
 270 S Central Boulevard  
 Suite 207  
 Jupiter, FL 33458

**COVERAGES**

**CERTIFICATE NUMBER:**

**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> General Aggregate ap GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X	X	EPK126836	5/15/2021	5/15/2023	EACH OCCURRENCE \$ 2,000,000	
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000	
							MED EXP (Any one person) \$ 10,000	
							PERSONAL & ADV INJURY \$ 2,000,000	
B	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY	X	X	028441920	10/29/2020	10/29/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 500,000	
							BODILY INJURY (Per person) \$	
							BODILY INJURY (Per accident) \$	
							PROPERTY DAMAGE (Per accident) \$	
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			EFX116265	5/15/2021	5/15/2023	EACH OCCURRENCE \$ 4,000,000	
							AGGREGATE \$ 4,000,000	
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	X	UB9K5640712047G	5/15/2021	5/15/2022	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
								E.L. EACH ACCIDENT \$ 1,000,000
								E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
								E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liab			EPK126836	5/15/2021	5/15/2023	Agg \$4M, Per Occur 3,000,000	
A	Pollution Liability			EPK126836	5/15/2021	5/15/2023	Agg \$4M, Per Occur 2,000,000	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 WUD Project - 19-082 - Utility Distribution & Collection System Engineering Services  
 The certificate holder is included as an additional insured for ongoing and completed operations for general liability per forms EN0111 & EN0320 when required by written contract. General Liability is primary and non-contributory when required by written contract. Waiver of subrogation applies to general liability, and workers compensation when required by written contract. Excess Liability extends over General Liability, Employers Liability and Prof/Pollution Liability. Cancellation per policy terms and conditions.

Palm Beach County Board of County Commissioners, a Political Subdivision of the State of Florida, its Officers, Employees and Agents, is included as an SEE ATTACHED ACORD 101

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



**ADDITIONAL REMARKS SCHEDULE**

AGENCY <b>CAL Risk Management</b>		NAMED INSURED <b>Holtz Consulting Engineers, Inc.</b> 270 S Central Boulevard Suite 207 Jupiter, FL 33458 Palm Beach	
POLICY NUMBER <b>SEE PAGE 1</b>		EFFECTIVE DATE: <b>SEE PAGE 1</b>	
CARRIER <b>SEE PAGE 1</b>	NAIC CODE <b>SEE P 1</b>		

**ADDITIONAL REMARKS**

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,  
 FORM NUMBER: ACORD 25 FORM TITLE: Certificate of Liability Insurance

**Description of Operations/Locations/Vehicles:**  
 additional insured for ongoing and completed operations for general liability per forms EN0111 & EN0320 when required by written contract. General Liability is primary and non-contributory when required by written contract. Waiver of subrogation applies to general liability, and workers compensation when required by written contract. Cancellation per policy terms and conditions.