

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: November 15, 2022 Consent [X] Regular [ ]  
Public Hearing [ ]

Department: Water Utilities Department

I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to approve:** Supplement No. 1 to Consultant Services Authorization (CSA) No. 19 to the Consulting/Professional Services General Utility, Architectural, and Value Engineering Services Contract (Contract) with Baxter & Woodman, Inc. (Consultant) for Engineering Services During Construction for Rehabilitation of Master Repump Station 9-North, Repump Station 8310, and Five (5) Lift Stations (Project) for a not to exceed amount of \$192,796.46.

**Summary:** On June 20, 2017, the Board of County Commissioners approved the Palm Beach County Water Utilities Department (PBCWUD) Contract (R2017-0815) with the Consultant. Supplement No. 1 to CSA No. 19 provides for additional professional engineering services during construction for Master Repump Station 9-North and Repump Station 8310 and five (5) lift stations including, but not limited to, construction management services, field observations, and project administration. 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 26% SBE participation. Supplement No. 1 to CSA No. 19 includes 0% SBE participation. The cumulative SBE participation, including CSA No. 19, is 26.41%. Consultant is headquartered in Crystal Lake, IL, but maintains an office in Palm Beach County from which the majority of the work will be undertaken. The Project is included in the PBCWUD FY23 Budget. (PBCWUD Project No. 20-061) Districts 2, 3, 5 and 6 (MWJ)

**Background and Justification:** These engineering services during construction will maximize the value of the County's rehabilitation projects during construction through services to enforce contract requirements, coordinate construction activities with stakeholders, and review the Contractor's documentation, including pay applications.

**Attachments:**

1. Two (2) Originals of Supplement No. 1 to Consultant Services Authorization No. 19
2. Location Map
3. EBIX Compliance Summary Report

Recommended By: AW Boyd Department Director Date: 10/14/22

Approved By: Wheeler Blair Assistant County Administrator Date: 11/1/22

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures	\$192,797	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>\$192,797</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
# ADDITIONAL FTE POSITIONS (Cumulative)	0	0	0	0	0

**Budget Account No.:** Fund 4001 Dept 720 Unit 2323 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: Joony Benton GE

**III. REVIEW COMMENTS**

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

*for review fac 10/19/22*  
AS Dell 10/19/22 OFMB 9A 1019      Ar. J. Jant 10/25/22 Contract Development and Control

**B. Legal Sufficiency:**

CEC 10/26/22  
 Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
 Department Director

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

SUPPLEMENT NO. 1  
CONSULTANT SERVICES AUTHORIZATION NO. 19  
Palm Beach County Water Utilities Department  
Contract for Consulting/Professional Services  
*General Utility, Architectural and Value Engineering Services*  
Resolution No. R2017-0815 Contract Dated June 20, 2017

**Project Title:** Engineering Services During Construction for Rehabilitation for Master Repump Station 9-North, Repump Station 8310, and Five (5) Lift Stations

**PBCWUD Project No.:** 20-061

**Consultant:** Baxter & Woodman, Inc.

**Address:** 477 South Rosemary Avenue, Suite 330, West Palm Beach, Florida 33401

**Budget Line Item No.:** 4001-720-2323-3120

**District No.:** 2, 3, 5, 6

This Supplement Consultant Services Authorization provides for: Additional engineering services during construction for the rehabilitations for Master Repump Station 9-North and Repump Station 8310 including, but not limited to, additional construction administration services meetings, and field observations.

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

The Contract provides for 26% SBE participation. This Supplement Consultant Services Authorization includes 0% overall participation. The cumulative SBE participation, including this Supplement Consultant Services Authorization is 26.41%.

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 \$192,796.46

B. Fixed price of \$ \_\_\_\_\_

C. Total \$ 192,796.46

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.

SUPPLEMENT NO. 1  
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**PBCWUD Project No.:** 20-061

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 June 20, 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.

SUPPLEMENT NO. 1  
CONSULTANT SERVICES AUTHORIZATION NO. 19  
Palm Beach County Water Utilities Department  
Contract for Consulting/Professional Services  
General Utility, Architectural and Value Engineering Services  
Resolution No. R2017-0815 Contract Dated June 20, 2017

**Project Title:** Engineering Services During Construction for Rehabilitation for Master Repump Station 9-North, Repump Station 8310, and Five (5) Lift Stations

**PBCWUD Project No.:** 20-061

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: \_\_\_\_\_

*GAM*

Signed: \_\_\_\_\_, Mayor

*AB*

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

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

Approved as to Form and Legal  
Sufficiency

Baxter & Woodman, Inc.  
(Consultant)

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

*[Signature]*

Rebecca Travis, P.E.  
(Print Name)

Typed Name: Michael W. Jones  
County Attorney

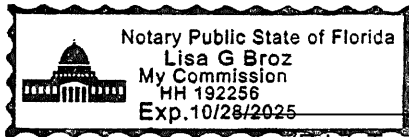
\_\_\_\_\_  
(Signature)

Vice President  
(Title)

AUGUST 11, 2022  
(Date)

STATE OF FLORIDA  
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this 11<sup>TH</sup> day of AUGUST, 2022, by REBECCA TRAVIS who is  personally known to me or  has produced \_\_\_\_\_ as identification.



*[Signature]*  
\_\_\_\_\_  
(Signature of Notary Public - State of Florida)  
LISA G. BROZ

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

# ATTACHMENT A

## SCOPE OF SERVICES

**PBCWUD Project No.: 20-061**

**Project Title: Engineering Services During Construction for Rehabilitation for Master Repump Station 9-North, Repump Station 8310, and Five (5) Lift Stations**

Baxter & Woodman, Inc. (CONSULTANT) shall perform:

### BACKGROUND

Palm Beach County Water Utilities Department (PBCWUD) has requested CONSULTANT to provide additional engineering services during construction for the rehabilitation of Master Repump Station 9-North and Repump Station No. 8310. The additional services shall include the extension of construction schedules for both projects for Construction Administration Services and to provide a full-time Resident Project Representative (RPR) on site at each project during construction.

#### **Improvements to Master Repump Station 9-North (PBCWUD – Zone 4)**

**PBCWUD Project No.: 18-036**

Master Repump Station 9-North is located in Boca Raton, Florida. Master Repump Station 9-North is an inline type booster station, which conveys domestic wastewater. The site is currently equipped with four (4) 200-horsepower (HP) end suction centrifugal pumps which are each driven via dedicated variable frequency drives (VFDs).

#### **Repump Station No. 8310 Upgrades and Improvements (PBCWUD – Zone 6)**

**PBCWUD Project No.: 18-064**

Repump Station 8310 is located at the site of the previously decommissioned City of South Bay Wastewater Plant, on the west side of NW 1<sup>st</sup> Avenue in South Bay, Florida. Repump Station 8310 conveys raw wastewater, which was previously treated onsite, to PBCWUD's sanitary force main system. The station is currently equipped with a skid-mounted wastewater inline booster pump station which includes three (3) 60 HP horizontal centrifugal pumps. The inline station was placed into service in 2010. Each of the pumps is driven by a VFD installed within dedicated control panel enclosures.

### SCOPE OF SERVICES

#### **Task 2 – Engineering Services During Construction (Additional Services)**

The specific engineering services during construction to be provided by the CONSULTANT include the following:

##### **Subtask 2.2 General Administration (Additional Services)**

CONSULTANT will administer PBCWUD's contract with TLC Diversified, Inc. for Master Repump Station 9-North or Cardinal Contractors, Inc. for Repump Station No. 8310 (Contractor) and ensure contract conditions are met. Conduct daily email and written correspondence for project communication as the lead point of contact through the established lines of communication protocol, monitor and ensure Contractor obtains all governmental and regulatory permits, inspections and approvals. CONSULTANT shall provide general project administration for the duration of each project.

a. Improvements to Master Repump Station 9-North – 150 hours

1. Original total hour budget for Construction Manager was 470 hours over 20 months, averaging 23.5 hours per month. Current remaining budget from July 2022 to April 2023 (ten (10) months) averages 13.4 hours. Additional budget requested is the difference between averages times ten (10) months plus 50 hours of contingency =  $[(23.5 \text{ hours} - 13.5 \text{ hours}) * 10 \text{ Months}] + 50 \text{ hours contingency} = 150 \text{ hours}$

### **Task 3 – RPR Services (Additional Services)**

The specific RPR services to be provided by the CONSULTANT include the following:

#### **Subtask 3.1 Field Observations (Additional Services)**

Provide a full-time (approximately 40 hours per week) RPR during the construction of Improvements to Master Repump Station 9-North and Repump Station No. 8310 Upgrades and Improvements (assumes the first three (3) months of construction will include shop drawing approval and material procurement). Activities performed under this task consist of furnishing a RPR during the actual construction of the project, to observe the quality of the construction work and to determine, in general, if the construction is proceeding in accordance with the Contract Documents so that an engineering certification can be made regarding the construction of the proposed improvements. The RPR shall:

- Serve as CONSULTANT's liaison with Contractor, working principally through the Contractor's construction manager and assisting them in understanding the intent of the Contract Documents.
- Conduct on-site observations of the work in progress to assist in determining if the work is proceeding in accordance with the Contract Documents and that completed work conforms to the Contract Documents. Report, in writing, whenever CONSULTANT believes that work is unsatisfactory, faulty or defective, or does not conform to the Contract Documents, or does not meet the requirements of inspections, tests or approval required to be made, or has been damaged prior to final payment.
- RPR shall provide a report of activities performed by Contractor each day that the RPR is onsite and submit to PBCWUD at the end of each workweek.
- Accompany visiting inspectors representing public or regulatory agencies having jurisdiction over the project. Record, in writing, the outcome of these inspections and report it to PBCWUD.
- Consider and evaluate Contractor's suggestions for modifications in drawings or specifications and report them to PBCWUD, in writing. CONSULTANT shall make recommendation for action by the PBCWUD.
- Observe all flushing and pressure testing of the piping.
- Assist the Contractor in coordinating all required density testing, etc., as required by the Construction Documents.

- Attend start-ups of all equipment.
- Review work progress at key steps to allow certifications to permitting agencies that work was completed in substantial conformance with the Contract Documents.

a. Improvements to Master Repump Station 9-North – 745 Hours

1. Original total hour budget for Field Observations was 885 hours over 17 months at 12 hours per week. Current remaining hours is 885 hours – 67.5 hours = 817.5 hours. Full-time inspection (40 hours/week) is expected to begin August 2022 and end April 2023 (nine (9) months). Additional budget requested is the amount of time for full-time inspection services times nine (9) months minus the remaining hours:

$$\{[(30.4 \text{ Days/Month}) * 9 \text{ Months}] / (7 \text{ Days/Week})\} * 40 \text{ Hours/Week} - 817.5 \text{ hours} = 745 \text{ hours}$$

b. Repump Station No. 8310 Upgrades and Improvements – 1,094 Hours

1. Original total hour budget for Field Observations was 469 hours over nine (9) months at 12 hours per week. Current remaining hours are 469 hours. Additional budget requested is the amount of time for full-time inspection services times nine (9) months minus the current hours:

$$\{[(30.4 \text{ Days/Month}) * 9 \text{ Months}] / (7 \text{ Days/Week})\} * 40 \text{ Hours/Week} - 469 \text{ hours} = 1,094 \text{ hours}$$

Deliverables

- Reports for unsatisfactory performance and conditions.
- Daily reports for days RPR is on site.
- Reports on outcomes of regulatory agency inspections.
- Contractor’s suggestions for modifications.

*LIMITATIONS OF AUTHORITY*

Except upon written instructions of CONSULTANT, RPR shall not:

1. Authorize any deviation from the Contract Documents or approve any substitute materials or equipment.
2. Exceed limitations on CONSULTANT’s authority as set forth in the Contract Documents.
3. Undertake any of the responsibilities of Contractor, Subcontractors or Construction Manager, or expedite the Work.
4. Advise on or issue directions relative to any aspect of the means, methods, techniques, sequences or procedures of construction unless such is specifically called for in the Contract Documents.
5. Be permitted to authorize PBCWUD to take ownership of the Project in whole or in part.

**ASSUMPTIONS**

The scope of work presented herein is based on the assumptions as listed in original Consultant Services Authorization (CSA) No. 19 and per the following assumptions:

1. Attachment - E Budget Summary is based on current project financials as of July 7, 2022.



2. Construction durations for each project are based on the following original estimated months:
  - a. Improvements to Master Repump Station 9-North – 20 Months. Substantial Completion scheduled for April 1, 2023 and Final Completion scheduled for May 1, 2023.
  - b. Repump Station No. 8310 Upgrades and Improvements – 12 Months. Substantial Completion and Final Completion are to be determined.
3. Construction RPR hours are based on estimated months of actual construction (Monday through Friday) at 40 hours per week. Weekend work and/or nighttime work is not included in this scope and budget; this supplement to the original CSA will be executed for the additional time as presented below:
  - a. Improvements to Master Repump Station 9-North – 17 Months. Additional Services assumes based on the Contractor's schedule that full-time RPR will begin August 1, 2022 to April 1, 2023. Currently unused budget hours for RPR was subtracted from nine (9) months of full-time RPR hours.
  - b. Repump Station No. 8310 Upgrades and Improvements – Nine (9) Months. Additional Services subtracts budgeted hours from nine (9) months of full-time RPR hours.
4. Reimbursable Expenses (Mileage) originally included three (3) days of travel for RPR for each site. Additional Services includes two (2) additional days of travel for RPR for each site.

## ATTACHMENT B

### SUMMARY AND STATUS OF CONSULTANT SERVICES AUTHORIZATIONS

Auth. No.	PBCWUD Project No.	Title	Status	Project Total Amount	SBE Total Amount	SBE Participation %	Approved	
							By	Date
1	17-048	Glades Leak Detection	Closed	\$71,813.76	\$0.00	0.00%	CRC	8/2/2017
2	17-047	Force Main Improvements on Lyons Road from Norte Lago to Palmetto Park Road	Closed	\$89,576.84	\$32,320.00	36.08%	CRC	8/2/2017
2.1	17-047	Force Main Improvements on Lyons Road from Norte Lago to Palmetto Park Road	Closed	\$15,034.37	\$7,425.00	49.38%	Director	3/1/2018
3	17-064	Improvements to Lift Stations 393, 1023, and 8168	Approved	\$191,739.31	\$74,868.72	39.04%	BCC	3/13/2018
3.1	17-064	Improvements to Lift Stations 393, 1023, and 8168	Approved	\$19,443.53	\$6,639.42	34.14%	Director	9/30/2019
4	18-036	Improvements to Master Repump Station 9-North	Approved	\$190,517.49	\$78,760.00	40.29%	BCC	7/10/2018
4.1	18-036	Improvements to Master Repump Station 9-North	Approved	\$75,896.72	\$31,560.00	41.58%	CRC	1/15/2020
5	18-064	Repump Station No. 8310 Upgrades and Improvements	Closed	\$45,488.58	\$9,710.00	19.14%	Director	9/25/2018
6	18-059	Alternate Current Mitigation Testing for F.P.L. Reclaimed Water Main; 2018-2022	Approved	\$5,907.00	\$0.00	0.00%	Director	7/3/2018
7	19-008	Engineer's Bond & Insurance Report 2018	Closed	\$22,673.39	\$0.00	0.00%	Director	1/10/2019
8	19-045	Water Treatment Plant No. 2 Safety Specifications	Closed	\$6,124.96	\$0.00	0.00%	Director	4/30/2019
9	19-061	Western Region Water Leak Detection Phase 1	Closed	\$74,426.23	\$0.00	0.00%	CRC	8/21/2019
10	18-064	Repump Station No. 8310 Upgrades and Improvements	Approved	\$170,472.92	\$55,090.00	32.31%	BCC	3/10/2020
10.1	18-064	Repump Station No. 8310 Upgrades and Improvements	Approved	\$63,248.54	\$14,330.00	22.65%	CRC	11/4/2020
11	20-001	Water Treatment Plant #2 Energy Isolation and Safety Procedures	Closed	\$76,219.71	\$0.00	0.00%	CRC	5/20/2020
12	20-013	Green Cay - Phase 2 R.O. Pilot Improvements	Closed	\$78,899.23	\$57,250.00	72.56%	CRC	2/5/2020
13	20-024	Operation and Condition Assessments for Repump Stations System 5 and 9-South	Approved	\$181,476.44	\$77,680.00	42.80%	BCC	6/2/2020
14	20-032	Operation and Condition Assessment for Repump Station 4100	Approved	\$94,928.23	\$49,600.00	52.24%	CRC	7/15/2020
15	20-034	Flow Analyses for Repump Stations System 5, 9-South, and 4100	Approved	\$95,072.33	\$0.00	0.00%	CRC	5/27/2020
16	20-047	Improvements to Lift Stations 5195 and 8119	Approved	\$209,798.99	\$90,721.60	43.24%	BCC	11/17/2020
16.1	20-047	Improvements to Lift Stations 5195 and 8119	Approved	-\$655.09	\$0.00	0.00%	Director	3/17/2022
17	20-050	Water Treatment Plant No. 8 Energy Isolation and Safety Procedures	Closed	\$96,060.99	\$0.00	0.00%	CRC	9/16/2020
18	20-055	ECRWRF Reuse Facility Improvements	Closed	\$21,178.73	\$0.00	0.00%	Director	8/27/2020
19	20-061	Engineering Services During Construction for Rehabilitation for Master Repump Station 9-North, Repump Station 8310 and Five (5) Lift Stations	Approved	\$498,278.43	\$119,050.00	23.89%	BCC	12/15/2020
19.1	20-061	Engineering Services During Construction for Rehabilitation for Master Repump Station 9-North, Repump Station 8310 and Five (5) Lift Stations	Pending	\$192,796.46	\$0.00	\$0.00	BCC	Pending
20	20-068	Water Treatment Plant No. 11 Energy Isolation and Safety Procedures	Pending	\$82,449.86	\$4,499.50	9.09%	Director	10/30/2015
21	20-070	Western Region Wastewater Treatment Facility Energy Isolation and Safety Procedures	Cancelled	\$0.00	\$0.00	0.00%	-	-
22	20-069	Western Region North Wastewater Treatment Facility Energy Isolation and Safety Procedures	Cancelled	\$0.00	\$0.00	0.00%	-	-
23	20-075	Appraisal Services	Closed	\$42,609.83	\$0.00	0.00%	Director	10/27/2020
23.1	20-075	Appraisal Services	Closed	\$3,639.98	\$0.00	0.00%	Director	2/26/2021
24	21-002	Palm Beach County Facilities Main County Courthouse HVAC Chill Water System	Cancelled	\$0.00	\$0.00	0.00%	-	-
25	21-008	Engineer's Bond and Insurance Report 2020	Closed	\$24,874.07	\$0.00	0.00%	Director	12/10/2021

**ATTACHMENT C**

**OEBO SCHEDULE 1**

Office of Equal Business Opportunity Compliance Programs

# OEBO SCHEDULE 1

**SOLICITATION/PROJECT/BID NAME:** Engineering Services During Construction for Rehabilitation for Master Repump Station 9-North, Repump Station 8310, and Five (5) Lift Stations

**SOLICITATION/PROJECT/BID NO.:** 20-061

**SOLICITATION OPENING/SUBMITTAL DATE:** June 20, 2017

**COUNTY DEPARTMENT:** Palm Beach County Water Utilities Department

**Section A PLEASE LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY THE PRIME CONTRACTOR/CONSULTANT\* ON THE PROJECT:**

477 S Rosemary Avenue, Suite 330, West Palm Beach, Florida 33401-5798

**NAME OF PRIME RESPONDENT/BIDDER:** Baxter & Woodman, Inc.

**ADDRESS:** \_\_\_\_\_

**CONTACT PERSON:** Rebecca Travis

**PHONE NO.:** 561-655-6175

**E-MAIL:** rtravis@baxterwoodman.com

**PRIME'S DOLLAR AMOUNT OR PERCENTAGE OF WORK:** \$192,796.46

\*SMWBE Prime's must include their percentage or dollar amount in the Total Participation line under section B.

<b>Non-SBE</b>	<b>MBE</b>	<b>WBE</b>	<b>SBE</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Section B PLEASE LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY ALL SUBCONTRACTORS/SUBCONSULTANTS ON THE PROJECT BELOW:**

Subcontractor/Sub consultant Name	(Check all Applicable Categories)				DOLLAR AMOUNT OR PERCENTAGE OF WORK					
	<u>Non-SBE</u>	<u>MBE</u> Minority Business	<u>WBE</u> Women Business	<u>SBE</u> Small Business	Black	Hispanic	Women	Caucasian	Asian	Other
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____	_____
1.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____	_____
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____	_____
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____	_____
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____	_____
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____	_____

(Please use additional sheets if necessary)

**Total**

**Total Bid/Offer Price \$** \$192,796.46

**Total Certified S/M/WBE Participation \$** \$0.00

**I hereby certify that the above information is accurate to the best of my knowledge:** Rebecca Travis



Vice President

Name & Authorized Signature

Title

- Note:**
1. The amount listed on this form for a Subcontractor/sub consultant must be supported by price or percentage listed on the properly executed Schedule 2 or attached signed proposal.
  2. Only those firms certified by Palm Beach County at the time of solicitation opening or due date are eligible to meet the established OEBO Affirmative Procurement Initiative (API). Please check the applicable box and list the dollar amount or percentage under the appropriate demographic category.
  3. 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

NOT APPLICABLE

## ATTACHMENT D

### PROJECT SCHEDULE

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

<b>Task</b>	<b>Completion Dates (Calendar Days from NTP)*</b>
Task 2 – Engineering Services During Construction (Additional Services)	365
Task 3 – Resident Project Representative (RPR) Services (Additional Services)	365
Total Duration	365

*\*Completion Dates (Calendar Days from NTP) are dependent upon when Pump Station 8310 begins construction. As of July 6, 2022, Pump Station 8310 has not begun construction. Master Repump Station 9-North has already begun construction and is expected to be complete prior to the completion of Pump Station 8310.*

Revised 12/06/2021

# ATTACHMENT - E BUDGET SUMMARY

**Palm Beach County Water Utilities Department**  
**Contract For Consulting/Professional Services General Utility, Architectural and Value Engineering Services**  
**Resolution No. R2017-0815 Contract Dated June 20, 2017**  
**Consultant Service Authorization No.: 19.1**  
**Consultant : Baxter & Woodman, Inc.**  
**Project Title: Engineering Services During Construction for Rehabilitation for Master Repump Station 9-North, Repump Station 8310, and Five (5) Lift Stations**  
**PBCWUD Project No.: 20-061**

Task No.	Task Description	Labor Classification and Hourly Rates							Total Labor	Sub-Consultant Services
		Principal \$57.82	Sr. Engineer III/IV \$51.02	Engineer III \$35.71	CAD/GIS II/IV \$35.71	Const. Mgr Eng. Tech III/IV \$40.00	Inspector Eng. Tech I/II \$31.00	Clerical I/II \$23.81		
2.2	General Administration (Additional Services)									
2.2a	Improvements to Master Repump Station 9-North (Additional Services)					150			\$6,000.00	
	Subtotal Task 2	0	0	0	0	150	0	0	\$6,000.00	\$0.00
3	Resident Project Representative (RPR) Services (Additional Services)									
3.1	Field Observations (Additional Services)									
3.1a	Improvements to Master Repump Station 9-North (Additional Services)						745		\$23,095.00	
3.1b	Repump Station No. 8310 Upgrades and Improvements (Additional Services)						1094		\$33,914.00	
	Subtotal Task 3	0	0	0	0	0	1839	0	\$57,009.00	\$0.00
	Labor Subtotal Hours	0	0	0	0	150	1839	0		
	Labor Raw Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$57,009.00	\$0.00	\$63,009.00	
	Labor Multiplier	2.94	2.94	2.94	2.94	2.94	2.94	2.94		
	Labor Subtotal	\$0.00	\$0.00	\$0.00	\$0.00	\$17,640.00	\$167,606.46	\$0.00	\$185,246.46	
	Labor Total Costs	\$185,246.46								
	Subconsultant Costs Not Subject to Multiplier	\$0.00								\$0.00
	Subconsultant Costs Subject to Multiplier	\$0.00								
	Subconsultant Multiplier	1.0								
	Subconsultant Costs Total	\$0.00								
	Reimbursable Expenses (Mileage)	\$7,550.00								
	Project Total	\$192,796.46								

**Engineering Services During Construction for Rehabilitation for Master Repump Station 9-North, Repump Station 8310, and Five (5) Lift Stations  
Mileage Calculation**

Distance to:	One Way	Round Trip	RPR			Manager Days	Engineer Days	Total Days	Miles	Mileage Cost	Cost
			Months	Weeks	RPR Days @ 2 Days/Week*						
Improvements to Master Repump Station 9-North Resident Project Representative <b>Subtotal</b>	34	68	9	38.7	77.4			77.4	5263.2	\$0.58	\$3,052.66 <b>\$3,052.66</b>
Repump Station No. 8310 Upgrades and Improvements Resident Project Representative <b>Subtotal</b>	50	100	9	38.7	77.4			77.4	7740	\$0.58	\$4,489.20 <b>\$4,489.20</b>
<b>Total</b>											<b>\$7,541.86</b>

\* Original scope included 3 days/week, this scope adds the 2 additional days.



## ATTACHMENT F

Palm Beach County Water Utilities Department  
Contract for Consulting/Professional Services  
*General Utility, Architectural and Value Engineering Services*  
Resolution No. R2017-0815 Contract Dated June 20, 2017

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

<b>Master Contract Goals</b>	<b>SBE: 26%</b>
Current Proposal	
Value of Authorization No. <u>19.1</u>	\$192,796.46
Value of SBE-M/WBE Letters of Intent	\$0.00
Actual Percentage	0.00%
Signed/Approved Authorizations	
Total Value of Authorizations	\$2,464,745.61
Total Value of SBE-M/WBE Signed Subcontractors	\$702,004.74
Actual Percentage	28.48%
Signed/Approved Authorizations Plus Current Proposal	
Total Value of Authorization	\$2,657,542.07
Total Value of Subcontractors & Letters of Intent	\$702,004.74
Actual Percentage	26.41%

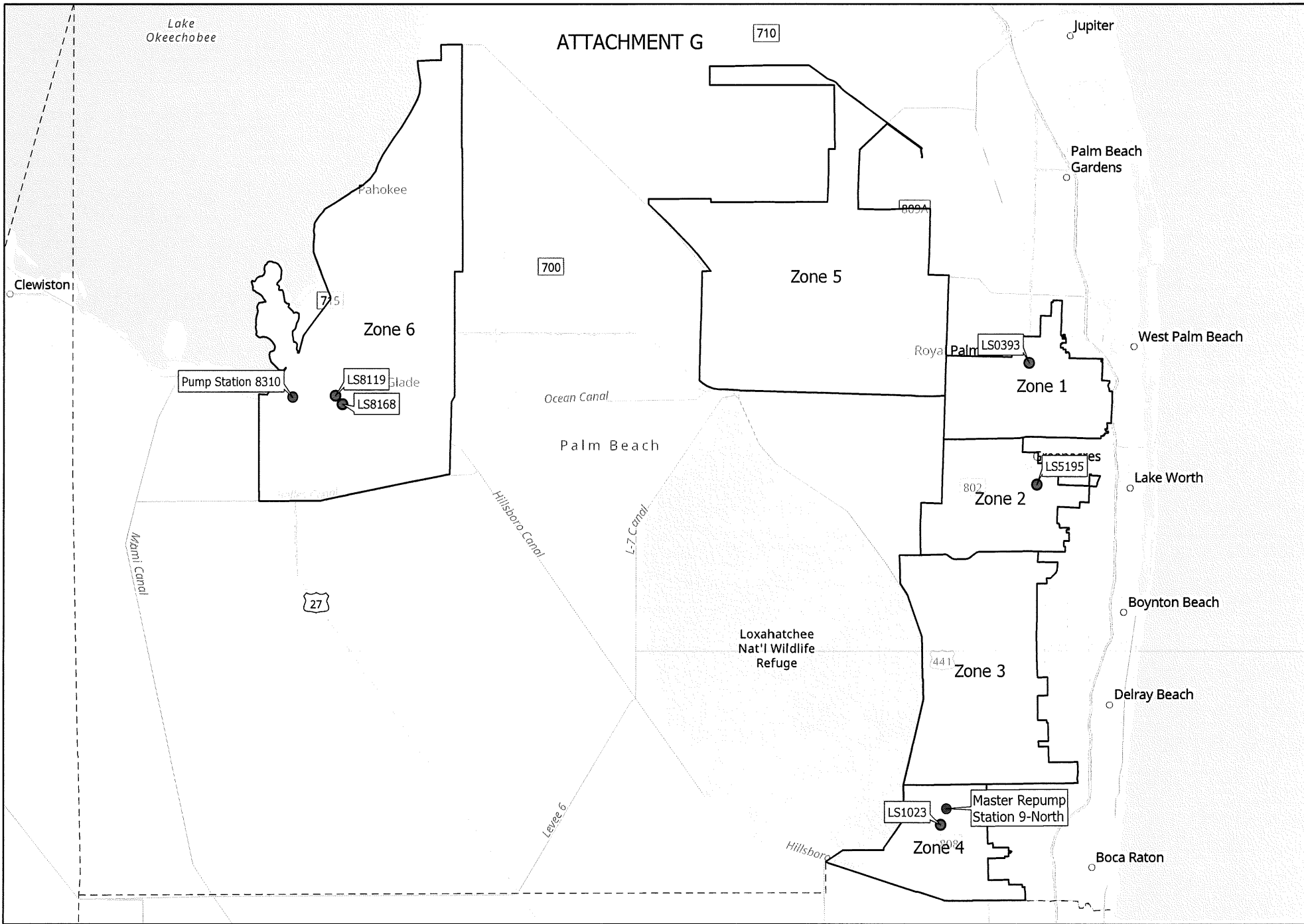
Revised 12/06/2021

# ATTACHMENT G

## Location Map

PBCWUD Project No.: 20-061

Revised 12/06/2021



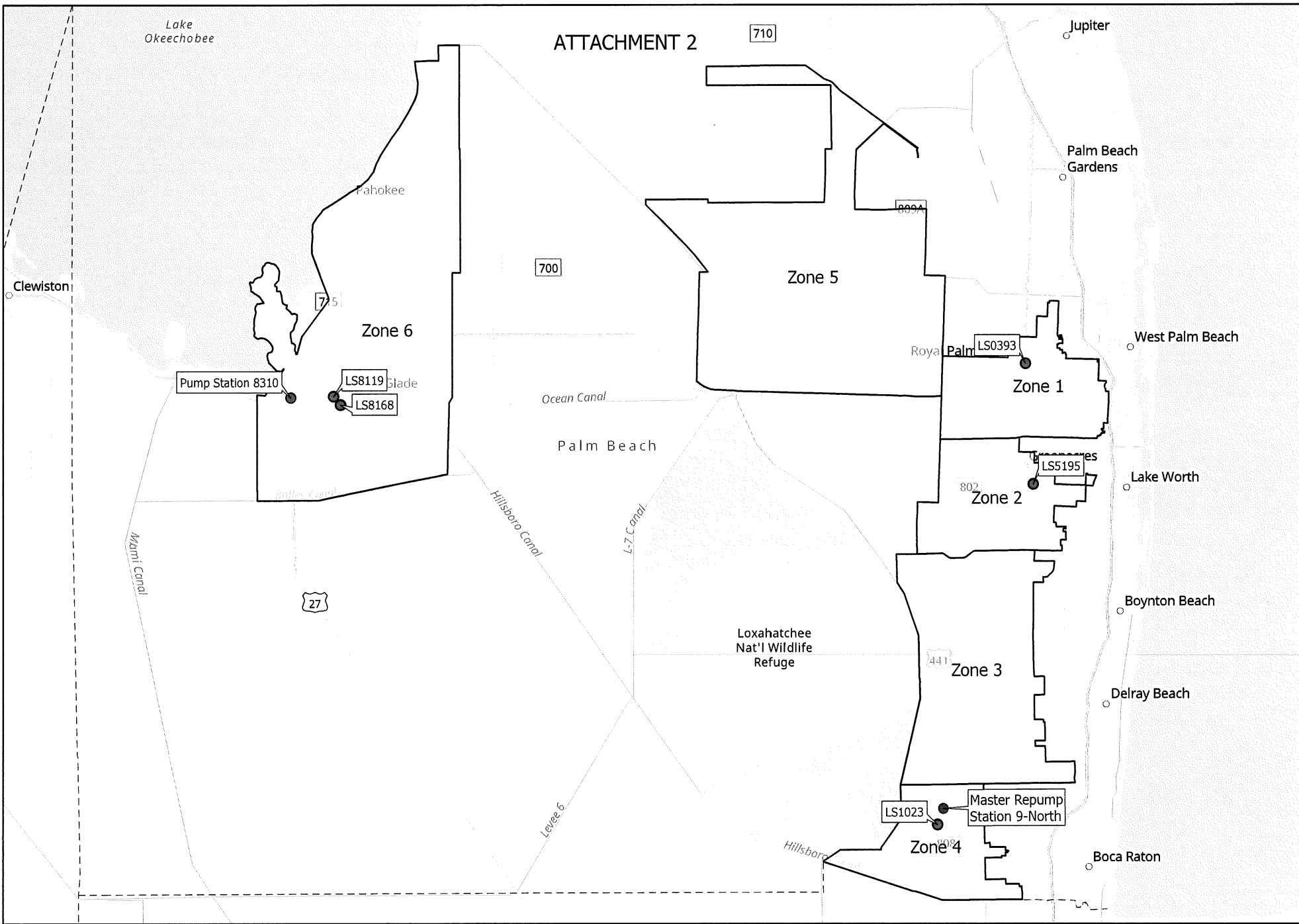
**Palm Beach County  
Water Utilities  
Department**  
8100 Forest Hill Blvd.  
West Palm Beach, FL 33416  
(561) 493-6251

Engineering Services During Construction  
for Rehabilitation for Master Repump Station 9-North,  
Repump Station 8310, and Five (5) Lift Stations  
PBCWUD Project No. 20-061  
Location Map



- PBCWUD Service Area
- Lift Stations
- Master Repump Station 9 North
- Lift Station 8310

DATE: 11/11/11  
 DRAWN BY: [unreadable]  
 CHECKED BY: [unreadable]



<p><b>Palm Beach County Water Utilities Department</b> 8100 Forest Hill Blvd. West Palm Beach, FL 33416 (561) 493-6251</p>	<p>Engineering Services During Construction for Rehabilitation for Master Repump Station 9-North, Repump Station 8310, and Five (5) Lift Stations PBCWUD Project No. 20-061 Location Map</p>		<ul style="list-style-type: none"> <li><span style="border: 1px solid black; display: inline-block; width: 15px; height: 10px; margin-right: 5px;"></span> PBCWUD Service Area</li> <li><span style="display: inline-block; width: 10px; height: 10px; background-color: black; border-radius: 50%; margin-right: 5px;"></span> Lift Stations</li> <li><span style="display: inline-block; width: 10px; height: 10px; background-color: black; border-radius: 50%; margin-right: 5px;"></span> Master Repump Station 9 North</li> <li><span style="display: inline-block; width: 10px; height: 10px; background-color: black; border-radius: 50%; margin-right: 5px;"></span> Lift Station 8310</li> </ul>
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DATE: 02/02/2020



**Palm Beach County  
Compliance Summary Report**

Vendor Number	Vendor Name	AM Best Rating	Insurance Carrier	Policy #	Eff. Date	Exp. Date	Coverage	Contract Number	Contract Name
DX00000523	Baxter & Woodman, Inc.		Compliant					17-004	Contract for Consulting/Professional Services General Utility, Architectural, and Value Engineering Services
		Ag , XV	Continental Insurance Company	7017821337	1/1/2022	1/1/2023	Auto Liability		
		Ag , XV	Continental Insurance Company	7017835416	1/1/2022	1/1/2023	Excess Liability		
		Ag , XV	Valley Forge Insurance Company	7017821337	1/1/2022	1/1/2023	General Liability		
		A , XV	Continental Casualty Company	7017818681	1/1/2022	1/1/2023	Workers Comp		

**Risk Profile :** Standard - General Services

**Required Additional Insured :** Palm Beach County Board of County Commissioners

**Ownership Entity :**