

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: July 11, 2023 Consent [X] Regular []
Public Hearing []

Department: Water Utilities Department

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Consultant Services Authorization (CSA) No. 4 to the Consulting/Professional Services Pressure Pipeline Engineering Services (Contract) with Mock Roos & Associates, Inc. (Consultant) for Engineering Services during Construction for Century Village South Water Main Improvements (Project) for a not to exceed amount of \$336,136.

Summary: On April 20, 2021, the Board of County Commissioners approved the Palm Beach County Water Utilities Department (PBCWUD) Contract (R2021-0505) with Consultant. CSA No. 4 provides for professional engineering services during construction for installation of 37 meter assemblies ranging in size from 1.5-inch to 6-inch with associated appurtenances within Century Village South, a residential community. The Project also includes installation of backflow preventers, site restoration, landscaping, striping, and asphalt restoration. Services include, but are not limited to, construction management services, field observations, project administration and review of deliverables.

This Contract was procured under the requirements of the Equal Business Opportunity Ordinance. On July 1, 2020, the Goal Setting Committee applied an Affirmative Procurement Initiative (API) of a mandatory 20% Small Business Enterprise (SBE) subcontracting goal and an evaluation preference for up to 15 points based upon the relative level of dollar participation by certified African American owned firms. The Contract provides for 34.00% SBE participation, which includes 34.00% MBE participation, 34.00% MBE (B). CSA No. 4 includes 35.27% SBE participation, which includes 35.27% MBE, 35.27% B. The cumulative SBE participation, including CSA No. 4, is 33.35%, which includes 33.35% MBE, 33.35% B.

Consultant is a Palm Beach County based company. The Project is included in the PBCWUD FY23 budget. (PBCWUD Project No. 20-056) District 5 (MWJ)

Background and Justification: Consultant will assist PBCWUD with monitoring the construction phase and coordinate with both PBCWUD and the contractor during construction of the Project. These engineering services during construction will maximize the value of the County's rehabilitation project 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 Consultant Services Authorization No. 4
- 2. Location Map
- 3. Ebix Compliance Summary Report

Recommended By: AL Bayat Department Director Date: 6/14/23

Approved By: [Signature] Assistant County Administrator Date: 6/26/23

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures	<u>\$336,136</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Operating Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
External Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Program Income (County)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In-Kind Match County	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
NET FISCAL IMPACT	<u>\$336,136</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Budget Account No.: Fund 4011 Dept 721 Unit W031 Object 6543

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: A WA for EY GT

III. REVIEW COMMENTS

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

Forwards Jackson 6/14/23
 ASDelle 6/14/23
 OFMB QA 6/14

 A. J. Jacobson 6/12/23
 Contract Development and Control
 TA 6/21/23

B. Legal Sufficiency:

 [Signature] 6/26/23
 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. 4
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Pressure Pipeline Engineering Services
Resolution No. R2021-0505 Contract Dated April 20, 2021

Project Title: Century Village South Water Main Improvements

PBCWUD Project No.: 20-056

Consultant: Mock, Roos & Associates, Inc.

Address: 5720 Corporate Way, West Palm Beach, FL 33407

Budget Line Item No.: 4011-721-W031-6543

District No.: 5

This Consultant Services Authorization provides for: Engineering services during construction
for the proposed Water Main Improvements within Century Village South located in Boca
Raton.

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

The Contract provides for 34.00% SBE participation which includes 34.00% MBE participation, 34.00% MBE (B). This Consultant Services Authorization includes 35.27% SBE overall participation which includes 35.27% MBE, 35.27% MBE (B). The cumulative MBE participation, including this authorization is 33.35%, which includes 33.35% MBE, 33.35% MBE (B).

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 \$336,136.00
 - B. Fixed price of \$ N/A
 - C. Total \$336,136.00
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. 4
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Pressure Pipeline Engineering Services
Resolution No. R2021-0505 Contract Dated April 20, 2021

Project Title: Century Village South Water Main Improvements

PBCWUD Project No.: 20-056

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 April 20, 2021 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. 4
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Pressure Pipeline Engineering Services
Resolution No. R2021-0505 Contract Dated April 20, 2021

Project Title: Century Village South Water Main Improvements

PBCWUD Project No.: 20-056

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: _____

RA Signed: _____

RA Gregg K. Weiss, Mayor

Typed Name: _____
Deputy Clerk

(Date)

Approved as to Form and Legal
Sufficiency

Mock, Roos & Associates, Inc.
(Consultant)

Signed: _____

Thomas A. Biggs, P.E.
(Print Name)

Typed Name: Michael W. Jones
County Attorney

[Signature]

(Signature)

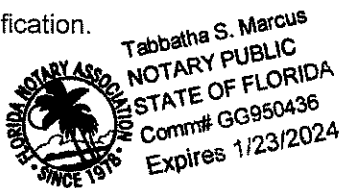
Executive Vice President
(Title)

May 1, 2023
(Date)

STATE OF FLORIDA

COUNTY OF Palm Beach County

The foregoing instrument was acknowledged before me by means of physical presence or online notarization, this 1 day of May, 2023, by Thomas A. Biggs, P.E., who is personally known to me or has produced as identification.



[Signature]

(Signature of Notary Public - State of Florida)
Tabbatha S. Marcus

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

CONSULTANT SERVICES AUTHORIZATION NO. 4
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Pressure Pipeline Engineering Services
Resolution No. R2021-0505 Contract Dated April 20, 2021

LIST OF ATTACHMENTS

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

ATTACHMENT A

SCOPE OF SERVICES

PBCWUD Project No.: 20-056

Project Title: Century Village South Water Main Improvements

Task 1 – Engineering Services During Construction

Mock, Roos & Associates, Inc. (CONSULTANT) shall perform Engineering Services during Construction at Palm Beach County Water Utilities Department's (PBCWUD) request to assist PBCWUD with monitoring the construction phase of Century Village South Water Main Improvements Project (Project). CONSULTANT shall continue as the Engineer of Record for this project. CONSULTANT will assist PBCWUD as a representative and PBCWUD will be the primary point of contact for the construction of the Project. Coordination with both PBCWUD and the Century Village Property Manager during construction of the Water Main Improvements is anticipated.

CONSULTANT's Scope of Services shall include the performance of the following specific tasks. Other tasks associated with the construction contract administration shall be conducted by others and can be added to the CONSULTANT's Scope of Services by amendment if mutually agreed.

- 1.1 **Contract Submittal Review** – The CONSULTANT shall review submittals for conformance with contract requirements. Ten (10) submittals are anticipated.
- 1.2 **Pre-Construction Meeting** – The CONSULTANT shall attend a Pre-Construction meeting in Palm Beach County with PBCWUD and other appropriate stakeholders as required by PBCWUD. CONSULTANT shall prepare the Pre-Construction meeting agenda and provide meeting minutes.
- 1.3 **Coordination and Meetings** – The CONSULTANT shall coordinate with PBCWUD and Century Village and attend up to twenty-four (24) bi-weekly meetings during the construction period. All meetings will be held at PBCWUD offices. Three hours per meeting are budgeted for our project manager and two and a half hours per meeting for our field representative. CONSULTANT will prepare agendas and meeting minutes.
- 1.4 **Release Assistance** – CONSULTANT shall coordinate with PBCWUD to assist PBCWUD with tasks related to placing new facilities in service. CONTRACTOR will be responsible for assembling and providing the record drawings, test and sampling reports and other documents needed for placing facilities into service. This effort will include approximately thirty-seven (37) partial releases to comply with Contract Requirements. Releases for service on this project are a PBCWUD administrative function and not a Palm Beach County Health Department (PBCHD) formal release.

- 1.5 **Periodic Site Visits** – The CONSULTANT shall provide periodic construction site visits to periodically observe construction approximately three (3) times per week and prepare field observation reports on the observed construction activities. The representative shall coordinate with PBCWUD and the CONTRACTOR for time and schedule. Twenty-four (24) hours per week average is included when work associated with the project is ongoing. 1,008 hours are budgeted for periodic observations equaling 42 weeks at 24 hours/week. Active construction duration is anticipated to take 42 weeks (approximately 294 days out of the 330 days for substantial completion. Approximately five (5) weeks or thirty–six (36) days are anticipated for holidays and material delivery.)
- 1.6 **Requests for Information (RFI)** – The CONSULTANT shall respond in writing to RFI's submitted by the CONTRACTOR, regarding design documents for the Project. CONSULTANT, after consultation with PBCWUD, shall issue interpretations and clarifications of the Contract Documents, along with associated support materials, as requested by PBCWUD. These interpretations will be rendered, and a response prepared and submitted to PBCWUD for issuance to CONTRACTOR. For this budget, it is assumed twenty (20) RFI's will be included in this project; However, this Consultant Services Authorization is hourly and RFI's response time varies.
- 1.7 **Progress Payment Applications** – Review up to twelve (12) monthly progress payment applications for conformance with project contract documents. Provide comments.
- 1.8 **Substantial Completion/Punch-lists** – There are sixteen (16) individual "Communities" in Century Village South. It is anticipated each will be individually completed. The CONSULTANT shall attend sixteen (16) "substantial completion walk-throughs" with PBCWUD and develop punch-lists. CONSULTANT, together with PBCWUD, determines when substantial completion occurs, defined as the ability of PBCWUD to achieve beneficial use of the Project. CONSULTANT shall prepare and distribute the Certificate of Substantial Completion to PBCWUD for execution by PBCWUD along with associated punch-lists of remaining work.
- 1.9 **Final Completion Walk-Through/Follow-up** – The CONSULTANT will attend one (1) "final completion walk-through" at the end of the project with PBCWUD and Century Village for facilities completed to determine final completion and resolution of all punch-list items. Following final completion of the project, the CONSULTANT shall provide PBCWUD with a project completion statement.
- 1.10 **Project Management/Change Orders/Records Drawings** – The CONSULTANT shall perform project management services including progress reporting activities, coordinating with PBCWUD and Century Village Manager throughout the construction project. This will include review of change orders and CONTRACTOR submitted record drawings.

Assumptions:

1. PBCWUD or Century Village Manager to perform public outreach for the project and coordination with adjacent property OWNER'S and ASSOCIATION'S as necessary.

Deliverables:

1. Contract Submittal Review (Estimate 10)
2. Pre-construction meeting minutes.
3. Progress meeting minutes.
4. Release assistance documents including thirty-seven (37) Requests for Release for Service for the project.
5. Field observation daily reports for when periodic observations are made.
6. Twenty (20) RFI responses.
7. Payment Applications. Review Comment.
8. Substantial and final completion packages. (Includes Punch-list and final Walk-Through
9. Contractor submitted Change Order review comments.
10. Contractor submitted Record Drawing review comments.

ATTACHMENT B
SUMMARY AND STATUS OF CONSULTANT SERVICES AUTHORIZATIONS

Auth. No.	PBWUD Project No.	Title	Status	Project Total Amount	SBE Total Amount	SBE Participation %	Approved By	Approved Date
1	21-026	Florida Power and Light Water Main Redundancy Installation	Approved	\$428,274.84	\$146,844.34	34.28%	BCC	04/20/21
2	22-035	Construction Phase Services for Miscellaneous Distribution and Collection Systems Projects	Pending	\$46,910.00	\$0.00	0.00%	WUD	Pending
3	22-076	Lake Worth Force Main Improvements Engineering During Construction	Approved	\$175,242.00	\$48,000.00	27.39%	BCC	02/07/23
4	20-056	Century Village South Water Main Improvements	Pending	\$336,136.00	\$118,560.00	35.27%	BCC	Pending

ATTACHMENT C

OEBO SCHEDULE 1

Office of Equal Business Opportunity Compliance Programs

OEBO SCHEDULE 1

SOLICITATION/PROJECT/BID NAME: Century Village South Water Main Improvements
 N/A
 SOLICITATION OPENING/SUBMITTAL DATE: _____

SOLICITATION/PROJECT/BID NO.: 20-056
 Palm Beach County Water Utilities Department
 COUNTY DEPARTMENT: _____

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

NAME OF PRIME RESPONDENT/BIDDER: Mock, Roos & Associates, Inc. ADDRESS: 5720 Corporate Way, West Palm Beach, FL 33407
 CONTACT PERSON: Thomas E. Biggs, P.E. PHONE NO.: (561)683-3113 E-MAIL: thomas.biggs@mockroos.com

PRIME'S DOLLAR AMOUNT OR PERCENTAGE OF WORK: \$217,576.00

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

Non-SBE MBE WBE SBE

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					
	Non-SBE	MBE	WBE	SBE	Black	Hispanic	Women	Caucasian	Asian	Other
		Minority Business	Women Business	Small Business						
1. C. Solutions, Inc. 1. 810 S.E. 14th Court No 2, Ft. Lauderdale FL 33316	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$118,560.00					
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 Bid/Offer Price \$ 336,136.00

Total \$118,560.00

Total Certified S/M/WBE Participation \$ 118,560.00

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

Name & Authorized Signature

Thomas A. Biggs, P.E.

Executive Vice President

Title

- Note:
- 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.
 - Only those firms certified by Palm Beach County at the time of solicitation 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.
 - 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 12/20/2022

OEBO LETTER OF INTENT – SCHEDULE 2

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

SOLICITATION/PROJECT NUMBER: 20-056

SOLICITATION/PROJECT NAME: Century Village South Water Main Improvements

Prime Contractor: Mock, Roos & Associates, Inc. Subcontractor: C Solutions, Inc.

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 02/10/23 - 02/09/26

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

Column 1	Column 2	Column 3
<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<input checked="" type="checkbox"/> African-American/Black <input 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.

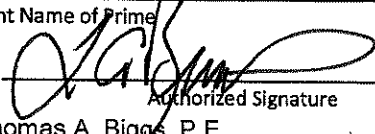
Line Item	Item Description	Unit Price	Quantity/Units	Contingencies/Allowances	Total Price/Percentage
1	Mechanical Engineering	1	LS		\$118,560.00

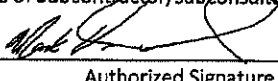
The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$118,560.00

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.

N/A Price or Percentage: _____

Name of 2nd/3rd tier Subcontractor/subconsultant

Mock, Roos & Associates, Inc.
 Print Name of Prime
 By: 
 Authorized Signature
Thomas A. Biggs, P.E.
 Print Name
Executive Vice President
 Title
 Date: 5/1/23

C Solutions, Inc.
 Print Name of Subcontractor/subconsultant
 By: 
 Authorized Signature
Mark Drummond, P.E.
 Print Name
President
 Title
 Date: 5/1/23

ATTACHMENT D

PROJECT SCHEDULE

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

<u>Engineering Services</u>	<u>Completion Date from Notice to Proceed</u> (Calendar Days)
Task 1 Engineering Services During Construction	450 days

Revised 12/20/2022

**ATTACHMENT E
BUDGET SUMMARY**

Palm Beach County Water Utilities Department
 Contract for Consulting/Professional Services Pressure Pipeline Engineering Services
 Resolution No. R2021-0505 Contract Dated April 20, 2021
 Consultant Services Authorization No.: 4
 Consultant: MOCK, ROOS & ASSOCIATES, INC.
 Project Title: Century Village South Water Main Improvements
 PBCWUD Project No.: 20-056

BUDGET SUMMARY FOR FIRM										PRIME TOTALS			
Task Number	Task Description	Principal	Senior Project Manager	Senior Project Engineer	Project Engineer II	Project Engineer I	Senior CADD Designer	Sr. Field Representative	Sr. Project Administrator	Total Hours	Total Labor	Total Expenses	Total Labor and Expenses
	Raw Rate RANGE frm MASTER EXHIBIT C	\$75 - \$85	\$59 - \$80	\$45 - \$65	\$31 - \$45	\$28 - \$31	\$50 - \$60	\$47 - \$55	\$30 - \$35				
	Raw Rate >	\$76.67	\$63.33	\$53.67	\$34.67	\$29.33	\$53.33	\$47.33	\$31.00				
	Multiplier >	3	3	3	3	3	3	3	3				
	Bill Rate >	\$230	\$190	\$161	\$104	\$88	\$160	\$142	\$93				
TASK 1	ENGINEERING SERVICES DURING CONSTRUCTION	74	464	0	332	0	0	420	196	1486	\$ 217,576.00	\$ -	\$ 217,576.00
1.1	Contract Submittal Review	0	8	0	8	0	0	0	0	16	\$ 2,352.00	\$ -	\$ 2,352.00
1.2	Preconstruction Meeting	4	4	0	4	0	0	0	2	14	\$ 2,282.00	\$ -	\$ 2,282.00
1.3	Coordination and Virtual Meetings	4	72	0	24	0	0	60	24	184	\$ 27,848.00	\$ -	\$ 27,848.00
1.4	Release Assistance	0	40	0	60	0	0	0	40	140	\$ 17,560.00	\$ -	\$ 17,560.00
1.5	Periodic Site Visits (1 day/week)	0	84	0	0	0	0	336	40	460	\$ 67,392.00	\$ -	\$ 67,392.00
1.6	Request for Information	10	20	0	40	0	0	0	20	90	\$ 12,120.00	\$ -	\$ 12,120.00
1.7	Progress Payment Applications	0	12	0	24	0	0	24	12	72	\$ 9,300.00	\$ -	\$ 9,300.00
1.8	Substantial Completion/Punchlists	16	16	0	64	0	0	0	4	100	\$ 13,748.00	\$ -	\$ 13,748.00
1.9	Final Completion Walkthrough/Follow-up	0	8	0	8	0	0	0	4	20	\$ 2,724.00	\$ -	\$ 2,724.00
1.10	Project Management/Change Orders/Record Drawings	40	200	0	100	0	0	0	50	390	\$ 62,250.00	\$ -	\$ 62,250.00
	Labor Subtotal Hours	74	464	0	332	0	0	420	196	1486			
	Labor Raw Costs	\$ 5,673.33	\$ 29,386.67	\$ -	\$ 11,509.33	\$ -	\$ -	\$ 19,880.00	\$ 6,076.00		\$ 72,525.33		
	Labor Subtotal (Bill Rate * Labor Subtotal Hours)	\$ 17,020.00	\$ 88,160.00	\$ -	\$ 34,528.00	\$ -	\$ -	\$ 59,640.00	\$ 18,228.00		\$ 217,576.00		
	PROJECT TOTAL									1486	\$ 217,576.00	\$ -	\$ 217,576.00

**ATTACHMENT E
BUDGET SUMMARY**

Palm Beach County Water Utilities Department
 Contract for Consulting/Professional Services Pressure Pipeline Engineering Services
 Resolution No. R2021-0505 Contract Dated April 20, 2021
 Consultant Services Authorization No.: 4
 Consultant: C Solutions, Inc., Subconsultant to Mock, Roos & Associates, Inc.
 Project Title: Century Village South Water Main Improvements
 PBCWUD Project No.: 20-056

BUDGET SUMMARY FOR FIRM													PRIME TOTALS			
Task Number	Task Description	Project Director	Senior Technical Expert	Senior Project Manager	Project Manager	Senior Engineer	Project Engineer	Engineer	Senior Designer	Designer	Administrative Assistant	Engineering Intern	Total Hours	Total Labor	Total Expenses	Total Labor and Expenses
	Raw Rate RANGE fr m MASTER EXHIBIT C	\$85 - \$98	\$75 - \$125	\$45 - \$85	\$35 - \$55	\$40 - \$75	\$30 - \$40	\$23 - \$32	\$35 - \$55	\$20 - \$35	\$25 - \$35	\$14 - \$20				
	Raw Rate >	\$90.00	\$90.00	\$80.00	\$55.00	\$75.00	\$40.00	\$30.00	\$50.00	\$35.00	\$35.00	\$20.00				
	Multiplier >	3	3	3	3	3	3	3	3	3	3	3				
	Bill Rate >	\$270	\$270	\$240	\$165	\$225	\$120	\$90	\$150	\$105	\$105	\$60				
TASK 1	ENGINEERING SERVICES DURING CONSTRUCTION	0	0	140	0	0	708	0	0	0	0	0	836	\$ 118,560.00	\$ -	\$ 118,560.00
1.1	Contract Submittal Review	0	0	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
1.2	Preconstruction Meeting	0	0	4	0	0	4	0	0	0	0	0	8	\$ 1,440.00	\$ -	\$ 1,440.00
1.3	Coordination and Virtual Meetings	0	0	24	0	0	24	0	0	0	0	0	48	\$ 8,640.00	\$ -	\$ 8,640.00
1.4	Release Assistance	0	0	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
1.5	Periodic Site Visits (2 days/week)	0	0	84	0	0	672	0	0	0	0	0	756	\$ 100,800.00	\$ -	\$ 100,800.00
1.6	Request for Information	0	0	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
1.7	Progress Payment Applications	0	0	12	0	0	0	0	0	0	0	0	0	\$ 2,880.00	\$ -	\$ 2,880.00
1.8	Substantial Completion/Punchlists	0	0	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
1.9	Final Completion Walkthrough/Follow-up	0	0	0	0	0	8	0	0	0	0	0	8	\$ 960.00	\$ -	\$ 960.00
1.10	Project Management/Change Orders/Records Drawings	0	0	16	0	0	0	0	0	0	0	0	16	\$ 3,840.00	\$ -	\$ 3,840.00
	Labor Subtotal Hours	0	0	140	0	0	708	0	0	0	0	0	836			
	Labor Raw Costs	\$ -	\$ -	\$ 11,200.00	\$ -	\$ -	\$ 28,320.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 39,520.00		
	Labor Subtotal (Bill Rate * Labor Subtotal Hours)	\$ -	\$ -	\$ 33,600.00	\$ -	\$ -	\$ 84,960.00	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 118,560.00		
	PROJECT TOTAL												836	\$ 118,560.00	\$ -	\$ 118,560.00

**ATTACHMENT E
BUDGET SUMMARY**

Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services (Pressure Pipeline Engineering Services)
Resolution No. R2021-0505 Contract Dated April 20, 2021
Consultant Services Authorization No.: 4
Consultant: MOCK, ROOS & ASSOCIATES, INC.
Project Title: Century Village South Water Main Improvements
PBCWUD Project No.: 20-056

BUDGET SUMMARY

Task Number	Task Description	PRIME (Mock, Roos & Associates, Inc.)	SUBCONSULTANTS		TOTAL
			SBE + M/WBE (Black)	SUBCONSULTANT (C Solutions, Inc.)	
	OEBO APPROVED AWARDED CATEGORY	Non-SBE	SBE + M/WBE (Black)		
TASK 1	ENGINEERING SERVICES DURING CONSTRUCTION				
1.1	Contract Document Distribution	\$ 2,352.00	\$ -		\$ 2,352.00
1.2	Preconstruction Meeting	\$ 2,282.00	\$ 1,440.00		\$ 3,722.00
1.3	Coordination and Meetings	\$ 27,848.00	\$ 8,640.00		\$ 36,488.00
1.4	Permitting Assistance	\$ 17,560.00	\$ -		\$ 17,560.00
1.5	Periodic Site Visits (3 days/week)	\$ 67,392.00	\$ 100,800.00		\$ 168,192.00
1.6	Request for Information	\$ 12,120.00	\$ -		\$ 12,120.00
1.7	Progress Payment Application	\$ 9,300.00	\$ 2,880.00		\$ 12,180.00
1.8	Substantial Completion/Punchlists	\$ 13,748.00	\$ -		\$ 13,748.00
1.9	Final Completion Walkthrough/Follow-up	\$ 2,724.00	\$ 960.00		\$ 3,684.00
1.10	Project Management/Change Orders/Record Drawings	\$ 62,250.00	\$ 3,840.00		\$ 66,090.00
	Task 1 - Subtotal	\$ 217,576.00	\$ 118,560.00		\$ 336,136.00
	TOTAL PROJECT	\$ 217,576.00	\$ 118,560.00		\$ 336,136.00
	Percentage	64.729%	35.271%		
		PRIME	\$ 217,576.00		
		SBE	\$ 118,560.00	C Solutions, Inc.	
		M/WBE	\$ 118,560.00	C Solutions, Inc.	
		M/WBE (Black)	\$ 118,560.00	C Solutions, Inc.	

**EXHIBIT A-1
BUDGET SUMMARY**

Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services Pressure Pipeline Engineering Services
Resolution No. R2021-0505 Contract Dated April 20, 2021
Consultant Services Authorization No.: 4
Consultant: C Solutions, Inc. (Subconsultant to Mock Roos & Associates, Inc.)
Project Title: Century Village South Water Main Improvements
PBCWUD Project No.: 20-056

BUDGET SUMMARY FOR FIRM				LABOR TOTALS			
Task Number	Task Description	Senior Project Manager	Project Engineer	Total Hours	Total Labor	Total Expenses	Total Labor and Expenses
	Raw Rate RANGE	\$45 - \$85	\$30 - \$40				
	Raw Rate >	\$ 80.00	\$ 40.00				
	Multiplier >	3.0	3.0				
	Bill Rate >	\$ 240.00	\$ 120.00				
SUBTASK 1.2	Preconstruction Meeting	4	4	8	\$ 1,440.00	\$ -	\$ 1,440.00
SUBTASK 1.3	Coordination and Virtual Meetings	24	24	48	\$ 8,640.00	\$ -	\$ 8,640.00
SUBTASK 1.5	Periodic Site Visits (2 days/week)	84	672	756	\$ 100,800.00	\$ -	\$ 100,800.00
SUBTASK 1.7	Progress Payment Applications	12	0	12	\$ 2,880.00	\$ -	\$ 2,880.00
SUBTASK 1.9	Final Completion Walkthrough/Follow-up	0	8	8	\$ 960.00	\$ -	\$ 960.00
SUBTASK 1.10	Project Management	16	0	16	\$ 3,840.00	\$ -	\$ 3,840.00
	Task 1 - Subtotal	140	708	848	\$ 118,560.00	\$ -	\$ 118,560.00
	Labor Subtotal Hours	140	708	848			
	Labor Raw Costs	\$ 11,200.00	\$ 28,320.00		\$ 39,520.00		
	Labor Subtotal (Bill Rate * Labor Subtotal Hours)	\$ 33,600.00	\$ 84,960.00		\$ 118,560.00		
	PROJECT TOTAL			848	\$ 118,560.00	\$ -	\$ 118,560.00



Exhibit A
Mock Roos
Scope of Services – Work Authorization No. 04 (WUD 20-056)
Century Village South Water Main Improvements –
Engineering Services During Construction

I. BACKGROUND

Mock, Roos & Associates, Inc. (CONSULTANT) shall perform Engineering Services during Construction at Palm Beach County Water Utilities Department's (PBCWUD) request to assist PBCWUD with monitoring the construction phase of Century Village South Water Main Improvements Project (Project). CONSULTANT shall continue as the Engineer of Record for this project. CONSULTANT will assist PBCWUD as a representative and PBCWUD will be the primary point of contact for the construction of the Project. Coordination with both PBCWUD and the Century Village Property Manager during construction of the Water Main Improvements is anticipated.

C Solutions, Inc. (SUBCONSULTANT) will provide engineering services to support the CONSULTANT with portions of this task as defined below.

II. SCOPE OF SERVICES

The SUBCONSULTANT will provide engineering services during construction as defined below. The Tasks are numbered to match those identified in the CONSULTANT's Scope of Services.

TASK 1 – Engineering Services During Construction

The SUBCONSULTANT will assist CONSULTANT in providing limited construction observations and engineering services during construction as defined below.

- 1.1 **Contract Submittal Review** – No Services.
- 1.2 **Pre-Construction Meeting** – The SUBCONSULTANT shall attend a Pre-Construction meeting in Palm Beach County with PBCWUD and other appropriate stakeholders as required by PBCWUD. CONSULTANT shall prepare the Pre-Construction meeting agenda and provide meeting minutes. No agenda or meeting minutes will be provided by the SUBCONSULTANT.
- 1.3 **Coordination and Meetings** – The SUBCONSULTANT will attend up to twelve (12) meetings as requested by the CONSULTANT during the construction period. It is assumed that meetings will be held virtually or occasionally at PBCWUD's office. CONSULTANT will prepare any required agendas and meeting minutes. No agenda or meeting minutes will be provided by the SUBCONSULTANT.
- 1.4 **Release Assistance** – No Services

- 1.5 **Periodic Site Visits** – The SUBCONSULTANT shall provide periodic construction site visits to periodically observe construction approximately two (2) times per week and prepare field observation reports on the observed construction activities. The two weekly visits, Sixteen (16) hours per week average, is included when construction associated with the project is ongoing.
- 1.6 **Requests for Information (RFI)** – No Services.
- 1.7 **Progress Payment Applications** – SUBCONSULTANT will provide answers to questions from CONSULTANT in their review of twelve (12) monthly progress payment applications.
- 1.8 **Substantial Completion/Punch-lists** – No Services.
- 1.9 **Final Completion Walk-Through/Follow-up** – The SUBCONSULTANT will attend one (1) "final completion walk-through" at the end of the project with the CONSULTANT, PBCWUD, and Century Village for construction work completed. The CONSULTANT in coordination with PBCWUD will determine final completion and resolution of all punch-list items. Following final completion of the project, the CONSULTANT shall provide PBCWUD with a project completion statement.
- 1.10 **Project Management** – The SUBCONSULTANT shall perform project management services. This does not include review of change orders and CONTRACTOR submitted record drawings.

III. ASSUMPTIONS

- Public outreach will be performed by others. No services to assist with public outreach are provided in this scope of services.
- No services for review of shop drawings, RFIs, change orders or payment applications exist in this scope of services.
- The active construction period is assumed to be limited to twelve (12) months for the fees presented in this scope of services.
- The SUBCONSULTANT will provide all reports directly to the CONSULTANT who will distribute to the necessary parties.

IV. Time of Completion

The Notice to Proceed (NTP) will be provided by the CONSULTANT and defines the official commencement of the SUBCONSULTANT's contract for this task authorization. The services defined herein will be completed within 365 days from the Consultant's NTP.

V. Proposed Compensation

The SUBCONSULTANT shall perform the services defined in this scope of work for the not to exceed fee as shown below. The budget summary is provided in Exhibit A-1 (attached).

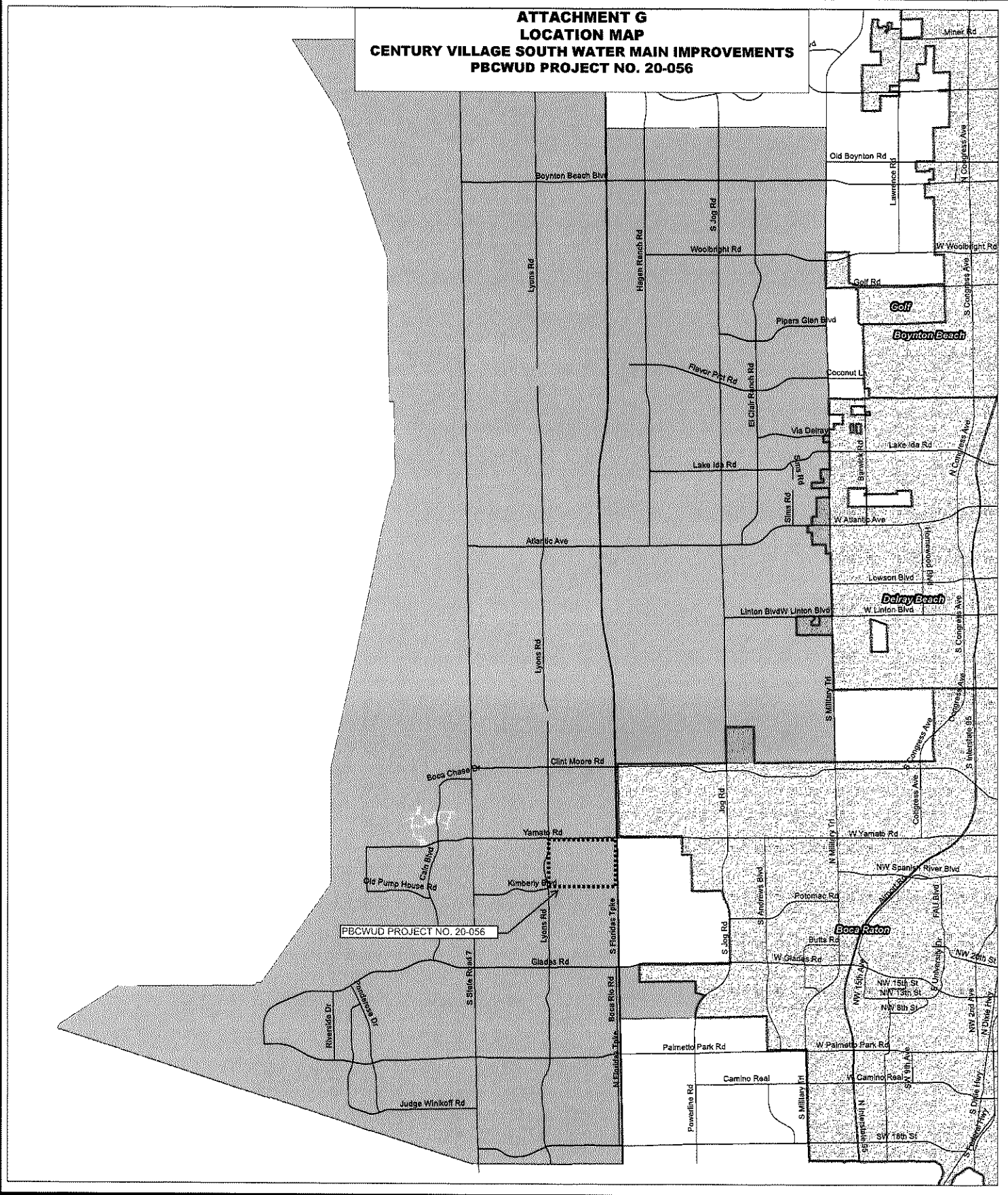
Task Description	Amount
Task 1 - Engineering Services During Construction	\$ 118,560
SUBTOTAL	\$ 118,560
ODC's	\$ 0
TOTAL	\$ 118,560

ATTACHMENT F
Palm Beach County Water Utilities Department
 Contract for Consulting/Professional Services
 Pressure Pipeline Engineering Services
 Resolution No. R2021-0505 Contract Dated April 20, 2021

**SUMMARY OF
 SBE-MBE BUSINESS TRACKING**

Master Contract Goals	SBE: 34%	MBE: (Black) 34%
Current Proposal		
Value of Authorization No. 4	\$ 336,136.00	
Value of SBE-M/WBE Letters of Intent	\$ 118,560.00	\$ 118,560.00
Actual Percentage	35.27%	35.27%
Signed/Approved Authorizations		
Total Value of Authorizations	\$ 603,516.84	\$ 603,516.84
Total Value of SBE-M/WBE Signed Subcontractors	\$ 194,844.34	\$ 194,844.34
Actual Percentage	32.28%	32.28%
Signed/Approved Authorizations Plus Current Proposal		
Total Value of Authorization	\$ 939,652.84	
Total Value of Subcontractors & Letters of Intent	\$ 313,404.34	\$ 313,404.34
Actual Percentage	33.35%	33.35%

**ATTACHMENT G
LOCATION MAP
CENTURY VILLAGE SOUTH WATER MAIN IMPROVEMENTS
PBCWUD PROJECT NO. 20-056**



**CENTURY VILLAGE SOUTH WATER MAIN IMPROVEMENTS
PBCWUD PROJECT NO. 20-056**



Municipalities



District 5

0 0.35 0.7 1.05 Miles



Disclaimer:

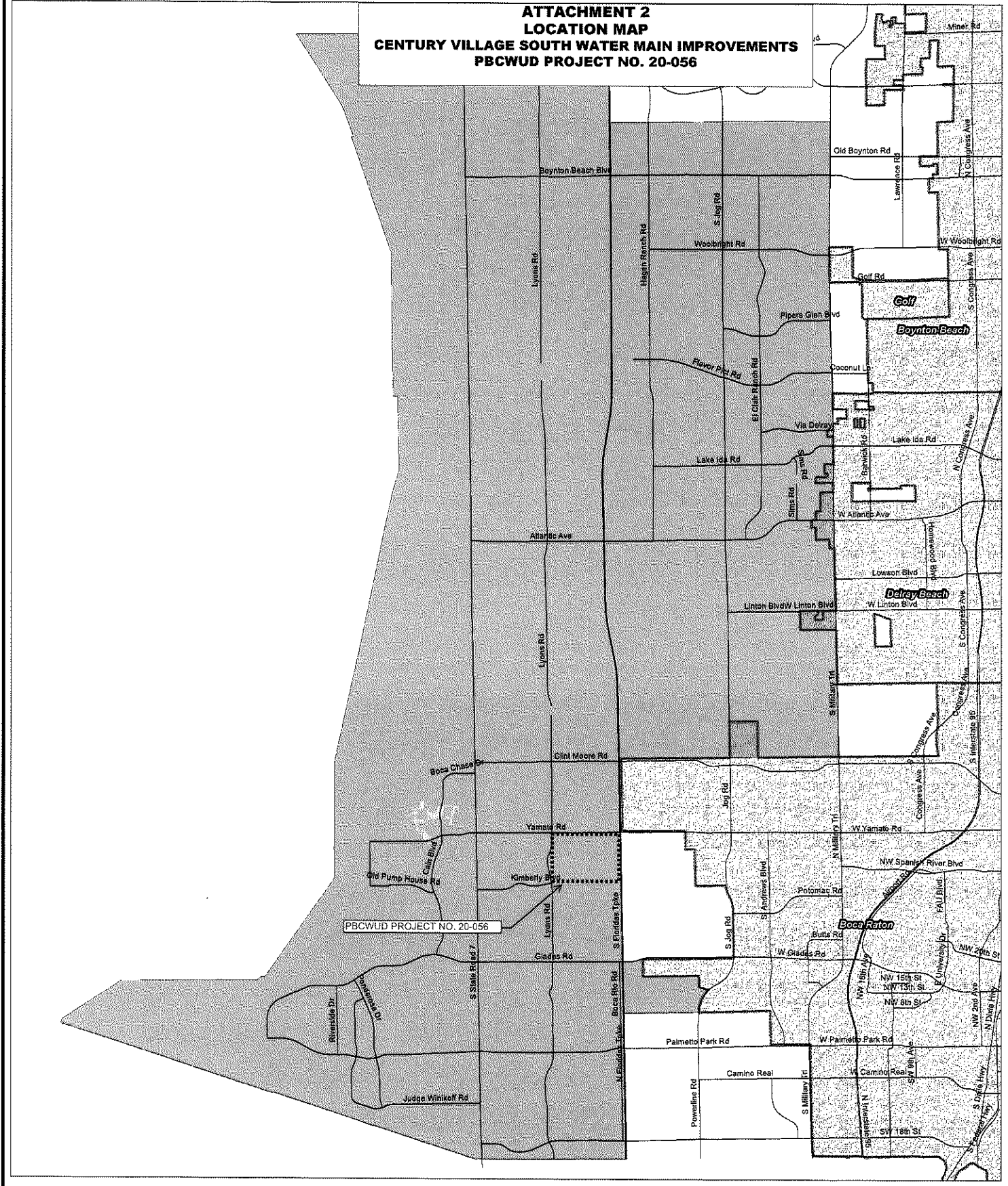
"Legal: Palm Beach County is providing this data 'as is,' and Palm Beach County disclaims any and all warranties, whether expressed or implied, including (without limitation) any implied warranties of merchantability or fitness for a particular purpose. In no event will Palm Beach County be liable to you or any third party for any direct, indirect, incidental, consequential, special, or exemplary damages or lost profits resulting from any use or misuse of this data."



PALM BEACH COUNTY

GIS Service Bureau December 16, 2021

**ATTACHMENT 2
LOCATION MAP
CENTURY VILLAGE SOUTH WATER MAIN IMPROVEMENTS
PBCWUD PROJECT NO. 20-056**



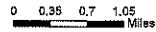
**CENTURY VILLAGE SOUTH WATER MAIN IMPROVEMENTS
PBCWUD PROJECT NO. 20-056**



Municipalities



District 5



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PALM BEACH COUNTY

GIS Service Bureau December 16, 2021



ATTACHMENT 3

**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
DX00001988	Mock, Roos & Associates, Inc.	Modified	Compliant					20-044	Pressure Pipeline Engineering Services
		Ag , XV	American Casualty Company of Reading, Pennsylvania	5084971043	1/1/2023	1/1/2024	Auto Liability		
		Ag , XV	The Continental Insurance Company	5084970362	1/1/2023	1/1/2024	Excess Liability		
		Ag , XV	American Casualty Company of Reading, Pennsylvania	5084971043	1/1/2023	1/1/2024	General Liability		
		A+g , XV	XL Specialty Insurance Company	DPR5011927	4/26/2023	4/26/2024	Professional Liability		
		Ag , XV	Valley Forge Insurance Company	5084970328	1/1/2023	1/1/2024	Workers Comp		

Risk Profile : Standard - Professional Services
Required Additional Insured : Palm Beach County Board of County Commissioners
Ownership Entity :