

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

**Meeting Date: August 22, 2023**

Consent       Regular  
 Workshop       Public Hearing

**Department: Facilities Development & Operations**

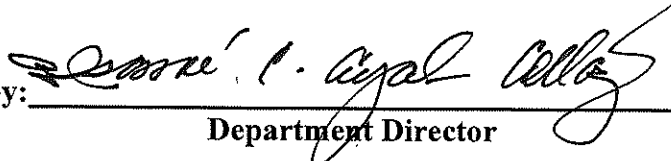
**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to receive and file: zero-dollar value (\$) Change Order No. 16 Contingency Use Directive (CUD) No. 8 documenting a decrease in the amount of \$41,250.17 to the contingency fund of Amendment No. 1 (R2020-1812) for the Construction Manager (CM) at Risk Services contract (R2019-0849) with Kaufman Lynn Construction, Inc. for the Canyon District Park project.

**Summary:** On December 8, 2020, the Board of County Commissioners (Board) approved Amendment No. 1 (R2020-1812) to the CM at Risk Services contract (R2019-0849) with Kaufman Lynn Construction, Inc. in the amount of \$10,793,121.02, establishing a Guaranteed Maximum Price (GMP) for Phase 1 of the Canyon District Park project. Change Order No. 16 to Amendment No. 1 (Change Order No. 16) authorizes the manual landscape watering and extended property maintenance for the Canyon District Park-Phase 1 project. In accordance with Policy and Procedure Memorandum (PPM) CW-F-050, Lead Departments are authorized to approve \$0 Change Orders associated with a CUD (CUD Change Orders), then an agenda item notifying the Board of such \$0 Change Orders must be presented as a receive and file. Change Order No. 16 is a \$0 CUD Change Order. This agenda item is being submitted to notify the Board of a \$0 CUD Change Order established by PPM CW-F-050. The CM at Risk Services contract with Kaufman Lynn Construction, Inc. was awarded pursuant to the Small Business Enterprise (SBE) ordinance; however, the GMP was subject to the requirements of the Equal Business Opportunity (EBO) ordinance since it was established after January 1, 2019. On October 16, 2019, prior to subcontractor advertisement and bidding, the Goal Setting Committee applied an Affirmative Procurement Initiative (API) to the construction subcontracts of 25% SBE participation, of which 3% must be a Minority Business Enterprise (MBE) African American or Hispanic American. There is no SBE participation for this Change Order. To date, the cumulative SBE participation on this contract is 25.21% with 2.88% MBE participation. Kaufman Lynn Construction, Inc. is a Palm Beach County business. **The funding source for this project is the Infrastructure Sales Tax (IST) Fund. (Capital Improvements Division) District 5 (MWJ)**

**Background and Justification:** Construction Management at Risk is a project delivery method in which the CM provides design phase assistance, evaluation of cost, schedule and implications of alternate designs, systems and materials, and serves as general contractor bidding the subcontracts for construction.

**Attachment:**  
Change Order No. 16

Recommended by:       7/20/23  
Department Director      Date

Approved by:       8/1/23  
County Administrator      Date



**CHANGE ORDER BRIEF**  
**PROJECT NAME: Canyon District Park - Phase 1**  
**PROJECT NO. 17204**  
**DATE: June 2, 2023**  
**CONTRACT NO. R2019-0849**  
**AMENDMENT NO. 1 - R2020-1812**

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Prime Contractor ..... Kaufman Lynn Construction, Inc.  
Change Order No. .... 16  
Change Order Amount ..... \$0.00 (Reduce Construction Contingency by  
\$41,250.17 for CCP 057 - CUD 008)  
Changed Contract Time ..... 0 calendar days

Description of Construction Change Proposals (CCPs):

1.	CCP 057:	Landscaping Manual Watering (Contingency) .....	\$26,675.17
2.	CCP 058:	Extended Property Maintenance (Contingency) .....	<u>\$14,575.00</u>
		Total CCP's (Items 1-2).....	41,250.17
		Reduce Construction Contingency by.....	(\$41,250.17)
		Total Amount of this Change Order.....	\$0.00

Description and Reason for Change and Code:

1. CCP 057: (Q) Provide landscaping manual watering due to on-site water meter not being available prior to new trees planting, as requested by PBC Parks & Recreation. Replace previously installed water pump breaker damaged by unknown causes outside of the construction manager's control.
2. CCP 058: (Q) Provide landscaping maintenance services, as requested by PBC Parks & Recreation.

Reason-for-change codes

D = Differing Site Conditions	R = Request by another Agency/Outside Party
E = Errors/Omissions in Design	X = Other (Specify: _____)
O = Owner-Initiated	Z = Zoning/Code/Ordinance Change
Q = Quantity Adjustments	

Estimated premium value of errors/omissions for this change order: \$0.00

SUBMITTED:



Stuart Patterson, AIA, NCARB, Project Manager  
Capital Improvements Division

6/2/2023  
Date

If applicable:

API applicable to original Contract: 25% SBE Participation, 3% MBE (African or Hispanic) Participation

Original S/M/WBE participation for this Project: 26.45% SBE, 3.04% MBE Participation

S/M/WBE participation for this Change Order: 0% SBE, 0% MBE Participation

Revised S/M/WBE participation for Project after adjusted for Change Order: 25.21% SBE, 2.88%  
MBE Participation

CHANGE ORDER HISTORY  
Canyon District Park - Phase 1  
Project No. 17204

EBO API Verification

No.	Description	Date Approved	Sales Tax Recovery Approved by Director	Contingency Use Directive (CUD)	Amount Approved by Director	Amount Approved by CRC	Amount Approved by BCC	Receive and Files	Days Approved by Director	Days Approved by CRC	Days Approved by BCC	Receive and Files	\$ S/M/WBE	Subcontractor Cost of Work Only	\$ SBE	\$ MBE	SBE %	MBE %	SBE % for CO / CUD	SBE %
Base Contract (R2019-0849)																				
01	TO01 (R2019-0850): Pre-Ctn, Phase 1	6/18/2019					\$59,798.00													
02	TO02: Add Pre-Ctn	6/18/2020			\$37,481.76								\$14,950.00						25.00%	25.00%
03	TO03: Pre-Ctn, Phase 1A	8/10/2020			\$32,221.86								\$5,800.00						15.47%	21.33%
04	Amend01 (R2020-1812): GMP, Phase 1	12/8/2020					\$10,793,121.02						\$8,150.00						25.29%	22.32%
05	CO01: CCP001	3/3/2021				\$91,904.99							\$2,370,955.80	\$8,422,165.22	\$2,227,625.05	\$255,862.00	26.45%	3.04%	21.97%	21.97%
06	CUD001: CCP004 (Reduction from Construction Contingency for CCP004)	6/28/2021		\$13,054.00									\$0.00	\$83,625.10	\$0.00	\$0.00	0.00%	0.00%	0.00%	21.78%
07	DOP01: CCP005	7/6/2021	(\$623,044.86)										\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00%	0.00%	23.10%
08	DOP02: CCP007	8/2/2021	(\$55,382.00)										\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00%	0.00%	23.23%
09	CO02: CCP006_010_012	10/18/2021			\$37,225.66								\$8,258.00	\$8,258.00	\$8,258.00	\$0.00	100.00%	0.00%	22.18%	23.23%
10	CO03: CCP009	10/27/2021								64			\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00%	0.00%	23.23%
11	CO04_CUD001: CCP014 (Reduction from Construction Contingency for CCP014)	10/28/2021		\$43,659.00									\$0.00	\$43,659.00	\$0.00	\$0.00	0.00%	0.00%	0.00%	23.23%
12	TO04: Pre-Ctn, Phase 1B	12/1/2021			\$30,262.06								\$7,600.00						25.11%	23.23%
13	CO05: CCP016	2/4/2022			\$16,001.90								\$0.00	\$14,800.00	\$0.00	\$0.00	0.00%	0.00%	0.00%	23.20%
14	CO06: CCP015	3/22/2022					\$253,352.77				14		\$0.00	\$223,847.14	\$0.00	\$0.00	0.00%	0.00%	0.00%	22.64%
15	CO07_CUD003: CCP017, 019, 020, 022, 023, 024, 025, 026, 027, 028, 029 (Reduction from Construction Contingency for CCP017, 019, 022, 023, 024, 026, 027)	7/5/2022		\$56,375.47	\$6,933.80								\$8,293.00	\$62,788.47	\$13,570.00	\$1,300.00	21.61%	2.07%	13.10%	22.70%
16	CO08: CCP031	6/29/2022								61			\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00%	0.00%	22.70%
17	CO09: CCP030, 032, 033, 035, 036	8/10/2022				\$62,781.62							\$2,293.00	\$58,066.08	\$2,293.00	\$0.00	3.95%	0.00%	0.00%	22.59%
R&F	Receive and File (cumulative days over 120)	9/13/2022										125								
18	CO10_CUD004: CCP018, 039, 040 (Reduction from Construction Contingency for CCP018, 039)	10/3/2022		\$19,623.00	\$6,232.09								\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00%	0.00%	22.58%
19	CO11_CUD005: CCP043, 044, 045, 046, 047, 049 (Reduction from Construction Contingency for CCP044, 045)	10/17/2022		\$5,468.63	\$9,859.97								\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00%	0.00%	22.55%
20	CO12_CUD006: CCP048, 051, 052, 053, 054 (Reduce Construction Contingency for CCP048, 051, 053, 054)	1/4/2023		\$12,747.90	\$1,796.84								\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00%	0.00%	22.55%
21	CO13: CCP055, 056	1/27/2023			\$5,888.12								\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00%	0.00%	22.54%
22	CO14: CCP050	4/18/2023									125									
23	CO15_CUD007: CCP038 (Reduce Construction Contingency for CCP038)	4/28/2023		\$38,051.63									\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00%	0.00%	22.54%
24	CO16_CUD008: CCP057, 059 (Reduce Construction Contingency for CCP057, 058)	Pending		\$41,250.17									\$0.00	\$0.00	\$0.00	\$0.00	0.00%	0.00%	0.00%	22.54%
<b>Totals</b>			<b>(\$678,426.86)</b>	<b>\$230,229.80</b>	<b>\$83,938.38</b>	<b>\$154,686.61</b>	<b>\$11,106,271.79</b>	<b>\$0.00</b>	<b>0</b>	<b>125</b>	<b>139</b>	<b>125</b>	<b>\$2,426,299.80</b>	<b>\$8,930,263.01</b>	<b>\$2,251,746.05</b>	<b>\$257,162.00</b>	<b>25.21%</b>	<b>2.88%</b>	<b>---</b>	<b>22.54%</b>

DIR + CRC DOLLARS TO DATE	
\$238,624.99	
DIR + CRC DOLLARS TO DATE AFTER R&F	
\$238,624.99	

DIR + CRC TOTAL DAYS TO DATE	
125	
DIR + CRC TOTAL DAYS TO DATE AFTER R&F	
0	

API Applicable to Original Contract	25% SBE Participation, 3% MBE (African or Hispanic) Participation
ORIGINAL CONTRACT PRICE	\$0.00
TASK ORDERS (01-04)	\$159,763.68
AMENDMENT 01	\$10,793,121.02
PREVIOUS CHANGE ORDERS (01-15)	\$491,977.76
PREVIOUS DOP's (01-02)	(\$678,426.86)
THIS CHANGE ORDER (16)	\$0.00
ADJUSTED CONTRACT PRICE	<u>\$10,765,435.60</u>

CUD Balance	\$264,713.21
1 (\$13,054.00)	\$251,659.21
2 (\$43,659.00)	\$208,000.21
3 (\$56,375.47)	\$151,624.74
4 (\$19,623.00)	\$132,001.74
5 (\$5,468.63)	\$126,533.11
6 (\$12,747.90)	\$113,785.21
7 (\$38,051.63)	\$75,733.58
8 (\$41,250.17)	\$34,483.41
9	
10	

**PALM BEACH COUNTY**

**CHANGE ORDER**

ISSUED TO: Kaufman Lynn Construction, Inc.  
3185 South Congress Avenue  
Delray Beach, FL 33444

CHANGE ORDER NO.: 16

AMENDMENT NO: 01 (R2020-1812)

PROJECT: Canyon District Park - Phase 1

REFERENCE CCP NO.: 038

PROJECT NO. 17204

RESOLUTION NO.: R2019-0849 (Contract)

DISTRICT NO.: 5

The completion date, contract price, and all terms, covenants, and conditions of the above referenced contract, except as duly modified by this and previous Change Orders, if any, shall remain in full force and effect.

**DESCRIPTION OF CHANGE:**

1. CCP 057:	Landscaping Manual Watering (Contingency) .....	\$26,675.17
2. CCP 058:	Extended Property Maintenance (Contingency) .....	\$14,575.00
	Total CCP's (Items 1-2).....	41,250.17
	Reduce Construction Contingency by.....	(\$41,250.17) ✓
	Total Amount of this Change Order.....	0.00

**CONTRACT PRICE**

Original Contract Price (TO 01-04):	\$159,763.68
Amendment 01:	\$10,793,121.02
Previous CO's No. 01 through 15:	\$491,977.76
Previous DOP's 01 through 02:	(\$678,426.86)
This Change Order No. 16:	\$0.00
<b>ADJUSTED Contract Price:</b>	<b>\$10,766,435.60</b>


**COMPLETION DATE**

Contract Completion Date will be increased by 0 calendar days.

Contract Notice to Proceed Date:	1/4/2021
Contract Substantial Completion Date:	9/25/2022
<b>ADJUSTED Substantial Completion Date:</b>	<b>n/a</b>

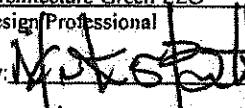
**CONTRACTOR**

Execution of this change order acknowledges final settlement of, and releases, all claims for costs and time associated, directly or indirectly, with the above stated modification(s), including all claims for cumulative delays or disruptions resulting from, caused by, or incident to such modifications(s), and including any claim that the above stated modification(s) constitutes, in whole or part, a cardinal change to the contract. The above changes are accepted:

Kaufman Lynn Construction, Inc.  
Contractor  
By:   
Print Name: MARK SPITZ  
Title: SR. VP Date: 5/31/23

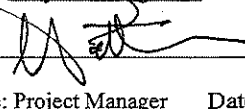
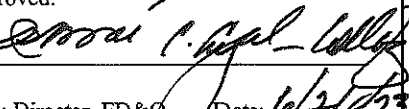
**DESIGN PROFESSIONAL**

The above changes are recommended for approval by the Owner:

Architecture Green LLC  
Design Professional  
By:   
Print Name: MARK SPITZ  
Title: MGMB Date: 6/1/23

**PALM BEACH COUNTY**

Recommended By:

By: N/A  
Facilities Systems  
Title: Project Manager Date: \_\_\_\_\_  
By:   
Title: Project Manager Date: 6-2-2023  
By: Dal Hulse  
Title: Director, CID Date: 6-26-2023  
Approved:  
By:   
Title: Director, FD&O Date: 6/24/23



**PALM BEACH COUNTY  
FACILITIES DEVELOPMENT & OPERATIONS DEPARTMENT  
CONTINGENCY USE DIRECTIVE**

**AUTHORIZATION TO ADJUST THE CONTRACTOR'S  
CONTINGENCY WITHIN THE GUARANTEED MAXIMUM PRICE (GMP)**

Project No: 17204

Project Name: Canyon District Park - Phase 1

CUD NO. 008

The following is a description of items to adjust the Contractor's Contingency within the Guaranteed Maximum Price (GMP). This action does not change the GMP amount or the contract time:

Item	RFI #	Description of Adjustments to the Contingency	Value
1		CCP 057: Landscaping Manual Watering	\$26,675.17
2		CCP 058: Extended Landscaping Maintenance	\$14,575.00
3			
4			
5			

Total all items for this CUD \$41,250.17

Original Contingency Amount	\$264,713.21
CUD Deducts (001-007)	(\$188,979.63)
CUD Adds (N/A)	\$0.00
Balance before this CUD	\$75,733.58
This CUD (008)	(\$41,250.17)
Balance after this CUD	\$34,483.41

Execution of this CUD acknowledges final settlement of, and releases, all claims for costs and time associated, directly or indirectly, with the above stated modification(s), including all claims for cumulative delays or disruptions resulting from, caused by, or incident to such modification(s) and including any claims that the above stated modification constitutes, in whole or part, a cardinal change to the contract. The above changes are accepted:


**OWNER:**  
Palm Beach County  
Capital Improvements Division/FD&O  
2633 Vista Parkway  
West Palm Beach, FL 33411-5604


By:   
Project Manager

Date: 6-2-2023

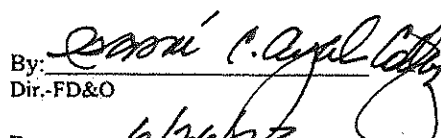
**CONSTRUCTION MANAGER:**

**ARCHITECT:**

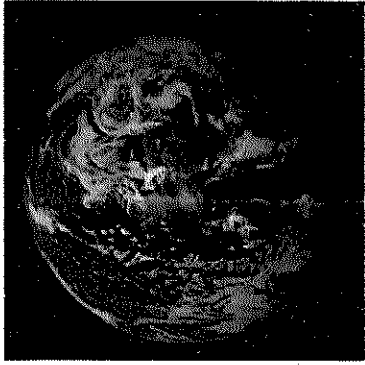
By:   
Name: Garrett S. Sullivan  
Date: 5/21/23

By:   
Name: MARK S. BEATTY  
Date: 6/1/23

By: Don H. H. H.  
Dir.-Capital Improvements Division  
Date: JUNE 26, 2023

By:   
Dir.-FD&O  
Date: 6/24/23





6/1/2023

**ARCHITECTURE GREEN LLC**

Commerce pointe  
1818 South Australian Ave  
Suite 245  
West Palm Beach, Fl.  
33409

Mr. Stuart Patterson  
Project Manager  
Palm Beach County Facilities Development & Operations  
Capital Improvements Division  
2633 Vista Parkway  
West Palm Beach, Florida 33411-5604

RE: Canyon District Park  
Change Order #016 Phase 1  
PBC Project #17204 / Contract #R2019-0849

Dear Mr. Patterson:  
Architecture Green LLC has reviewed Kaufman Lynn Construction Inc. request for approval the following Change Order #016. Change Order #016 Amount = \$0.00 (which reduces construction contingency by \$41,250.17) and includes CCP #057, CCP #058 & CUD 008 which leaves the total amount of Change Order #016 = \$0.00

561 398-2109  
msb@architecturegreenLLC.com

Mark Steven Beatty AIA, LEED A.P.  
Principal AA92184

Changed Contract Time 0 calendar days

Total CCP's <sup>#57 & #58</sup>.....\$ (41,250.17) ✓  
Total Amount of this Change Order.....\$ 0.00

**Architecture  
Interior Design  
Planning  
Sustainability Consulting**

Architecture Green LLC finds that the cost are in line with current industry standards. If you have any questions or comments, please don't hesitate to call.

Respectfully:

**ARCHITECTURE GREEN LLC.**

DEDICATED TO THE SUSTAINABILITY OF OUR PLANET

AA26002116 – IB26001272

PALM BEACH COUNTY

CONSTRUCTION CHANGE PROPOSAL (CCP)

TO: PBC FDO - c/o Capital Improvements Division  
2633 Vista Parkway  
West Palm Beach

CCP NUMBER: 057

DATE: 04/13/2023

ATTENTION: Stuart Patterson, AIA, NCARB

PROJECT NAME: Canyon District Park - Phase 1

REFERENCE: Manual Watering and Additional Breaker at Pump

PROJECT NUMBER: 17204

CONTRACT NUMBER: R2019-0849

We propose to accomplish the MODIFICATIONS identified in FIELD BULLETIN FB # N/A and as described herein. Except as modified below, the original contract and all prior amendments shall remain in full force and effect.

DESCRIPTION:

Due to the delay of releasing the water meter at the Canyon District Park, Landscape Professional Services was not able to utilize the on-site pump station to irrigate subcontractor-planted trees and had to perform manual watering. In addition, a 6 amp single pole C curve breaker had to be replaced due to damage caused by factors not under the contractor's control. Therefore, Kaufman Lynn Construction requests to use the contingency fund.

1.0 6 amp Breaker -----	\$510.29
2.0 Manual Watering -----	\$26,164.88
3.0 Total -----	\$26,675.17
4.0 Contingency Use -----	(\$26,675.17)

PROPOSED CONTRACT PRICE CHANGE (increases) \$ 0  
(decrease)  
(unchanged)

PROPOSED CONTRACT TIME CHANGE (increases) 0 days  
(unchanged)

PROPOSED NEW SUBSTANTIAL COMPLETION 0 date

DISTRIBUTION:

FROM: Kaufman Lynn Construction

CONTRACTOR

SIGNED: 

DATE: 4/21/23

**Landscape Service Professionals, Inc.**  
**11820 NW 37th Street**  
**Coral Springs, FL 33065**

**(954) 721-6920**  
**fax (954) 721-6923**

**Kaufman Lynn**  
 3185 South Congress Avenue  
 Delray Beach, FL 33445

Date: 6/5/2022  
 Project: Canyon District Park  
 Contract date:  
 Owner / GC:  
 Change Order # 10A

**Change Order                      10A**

The following is a breakdown of extra work including labor, material, equipment & dump fees as stated below:

**HAND WATERING PERFORMED JANUARY - WEEK ENDING FEBRUARY 12, 2022 DUE TO NO POWER TO PUMP.**

246.0	Water Truck #1	\$65.00	\$15,990.00
<del>218.75</del>	Water Truck #2	\$65.00	<del>\$14,218.75</del>
212.25			\$13,796.25
-1	Less water allowance in contract	\$6,000.00	-\$6,000.00

See back up attached      [bulfrano time-watering.pdf](#)  
    [richardson time-watering.pdf](#)  
    [Watering.xlsx](#)

\*Discounted rate from \$95.00 per hour. All hours billed at straight time.

Subtotal	\$	<del>24,208.75</del>
		\$23,786.25
OHP 10%	\$	<del>2,420.88</del>
		\$2,378.63
<b>Total</b>	<b>\$</b>	<del><b>26,629.63</b></del>
		<b>\$26,164.88</b>

Contract time is extended by \_\_\_ working days

Original Contract Amount  
 Total prior adds/deducts to date  
 Total adds/deducts this period  
 Revised Contract Amount

Submitted by: Kaufman Lynn  
*Karmen Burn*

\_\_\_\_\_  
 Karmen Burn, Vice President \_\_\_\_\_  
 Authorized Representative



1942 8th Ave North Lake Worth, FL 33461  
 Florida License #EC0001117  
 Voice (561) 588-3666 / (800) 981-2770 Fax (561) 582-9344  
 E Mail: [Sales@sullivanelectric-pump.com](mailto:Sales@sullivanelectric-pump.com)

# Invoice

Date	Invoice #
2/10/2022	17792

<b>Bill To</b>
Landscape Service Professionals, Inc. 6115 NW 77th Way Tamarac, FL 33321

<b>Ship To</b>
8802 W Boynton Beach Blvd Boynton Beach, FL 33472

P.O. No.	Terms	Rep	Ship Date	FOB	Project
SIGNED QUOTE	Net 30	Craig	2/10/2022		S-9479 - Q#21754

Qty	Description	Price	Amount
	ESTIMATE 21754		
1	6 AMP SINGLE POLE C CURVE BREAKER	43.00	43.00
8	1/2" CARFLEX CONDUIT 100'	0.6525	5.22
1	1/2" CARFLEX 90 DEG FITTING	4.17	4.17
1	1/2" CARFLEX STRAIGHT FITTING	2.51	2.51
50	#12 STR BLACK 500'	0.3878	19.39
4	Field Service Technician - MOUNT CUSTOMER SUPPLIED IRRIGATION CLOCK, CONNECT TO PUMP STATION CONTROL PANEL, INSTALL DIN RAIL 6 A CIRCUIT BREAKER IN CONTROL PANEL AND CONNECT TO EXISTING PHASE CONDUCTOR. MODIFY CONTROL PANEL TO INDICATE PANEL WIRING CHANGE.	109.00	436.00

<b>Subtotal</b>	\$510.29
<b>Sales Tax (0.0%)</b>	\$0.00
<b>Total</b>	\$510.29
<b>Payments/Credits</b>	\$0.00
<b>Balance Due</b>	\$510.29

Job Name Canyon District Park  
 IR / LS / MT / Phase \_\_\_\_\_  
 V# / E# / T# / ST# \_\_\_\_\_ Checked by Steve B  
 Billable \_\_\_\_\_ Mgr \_\_\_\_\_ Packed 2-11-22

\* MATERIAL ONLY

SP 6-2-2023

# OEBO SCHEDULE 1

SOLICITATION/PROJECT/BID NAME: Canyon District Park Phase 1 & 4A SOLICITATION/PROJECT/BID NO.: 17204  
 SOLICITATION OPENING/SUBMITTAL DATE: December 16, 2020 COUNTY DEPARTMENT: CID

**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: Kaufman Lynn Construction ADDRESS: 3185 S. Congress Avenue, Delray Beach FL 33445  
 CONTACT PERSON: Ed Hernandez PHONE NO.: (561) 361-6700 E-MAIL: ehernandez@kaufmanlynn.com

PRIME'S DOLLAR AMOUNT OR PERCENTAGE OF WORK: \_\_\_\_\_  
 \*SMWBE Primes 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 <small>DIRECTION: List Firm Name, Address, &amp; Provide PBC Vendor ID#. (<a href="https://www.pbcgov.org/pbcvendors">https://www.pbcgov.org/pbcvendors</a>)</small>	(Check all Applicable Categories)				DOLLAR AMOUNT OR PERCENTAGE OF WORK					
	Non-SBE	MBE Minority Business	WBE Women Business	SBE Small Business	Black	Hispanic	Women	Caucasian	Asian	Other
1. Kaufman Lynn Construction 3185 Congress Avenue, Delray Beach FL 33445	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____	\$0
2. Landscape Service Professionals, Inc 11820 NW 37th Street, Coral Springs, FL 33065	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____	\$26,675.17
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 \_\_\_\_\_ \$26,675.17

Total Bid/Offer Price \$ \$26,675.17

I hereby certify that the above information is accurate to the best of my knowledge: Ed Hernandez - Total Certified S/M/WBE Participation \$ \_\_\_\_\_  


Project Executive  
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.

**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: 17204

SOLICITATION/PROJECT NAME: Canyon District Park

Prime Contractor: Kaufman Lynn Construction Subcontractor: Landscape Service Professional

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

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

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 type="checkbox"/> Female	<input type="checkbox"/> African-American/Black <input type="checkbox"/> Asian American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Native American	<input type="checkbox"/> Caucasian American <input type="checkbox"/> Supplier

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

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
001	Manual Water and Additional Breaker at Pump Station				\$26,675.17 ✓

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: \$26,675.17

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

**Kaufman Lynn Construction**  
 Print Name of Prime  
 By: *Ed Hernandez*  
 Authorized Signature  
 Ed Hernandez  
 Print Name  
 Project Executive  
 Title  
 Date: 4-20-23

**Landscape Service Professional**  
 Print Name of Subcontractor/subconsultant  
 By: *Karmen Burn*  
 Authorized Signature  
 Karmen Burn  
 Print Name  
 VP  
 Title  
 Date: 4/19/23

Revised 09/17/2019

*CCP057*

PALM BEACH COUNTY

CONSTRUCTION CHANGE PROPOSAL (CCP)

TO: PBC FDO - c/o Capital Improvements Division  
2633 Vista Parkway  
West Palm Beach

CCP NUMBER: 058

DATE: 04/26/2023

ATTENTION: Stuart Patterson, AIA, NCARB

PROJECT NAME: Canyon District Park - Phase 1

REFERENCE: Park Maintenance Service

PROJECT NUMBER: 17204

CONTRACT NUMBER: R2019-0849

We propose to accomplish the MODIFICATIONS identified in FIELD BULLETIN FB # N/A and as described herein. Except as modified below, the original contract and all prior amendments shall remain in full force and effect.

DESCRIPTION:

Due to the delay of releasing water meter at the Canyon District Park, the substantial completion was extended to 125 days from the original completion date. The landscaping subcontractor provided maintenance services including mowing, trimming, fertilizing plants, trees and shrubs for an extended period of time; therefore, Kaufman Lynn Construction requests to use the contingency fund.

1.0 Park Maintenance Service ----- \$14,575.00  
2.0 Contingency Use ----- (\$14,575.00)

PROPOSED CONTRACT PRICE CHANGE (increases) \$ 0  
(decrease)  
(unchanged)

PROPOSED CONTRACT TIME CHANGE (increases) 0 days  
(unchanged)

PROPOSED NEW SUBSTANTIAL COMPLETION 0 date

DISTRIBUTION:

FROM: Kaufman Lynn Construction

CONTRACTOR

SIGNED: 

DATE: 4/26/2023

**Landscape Service Professionals, Inc.**  
**11820 NW 37th Street**  
**Coral Springs, FL 33065**

**(954) 721-6920**  
**fax (954) 721-6923**

**Kaufman Lynn**  
 3185 South Congress Avenue  
 Delray Beach, FL 33445

Date: 7/29/2022  
 Project: Canyon District Park  
 Contract date:  
 Owner / GC:  
 Change Order # 12

**Change Order 12**

The following is a breakdown of extra work including labor, material, equipment & dump fees as stated below:

**MOW AND MAINTAIN PROPERTY EXTENDED PERIOD OF TIME DUE TO EARLY INSTALLATION AND CONSTRUCTION DELAYS.**

Maintenance crew visits - 4/28/22, 5/31/22, 6/14/22, 7/13/22, 7/14/22

50	Foreman (1)	\$45.00	\$2,250.00
250	Labor (5 men)	\$35.00	\$8,750.00
5	Dump fees	\$450.00	\$2,250.00

Subtotal \$13,250.00

OH/P 10% \$ 1,325.00

Total \$ 14,575.00

Contract time is extended by \_\_\_ working days

Original Contract Amount	\$ 1,302,417.30
Total prior adds/deducts to date	\$ -
Total adds/deducts this period	\$ 14,575.00
Revised Contract Amount	<u>\$ 1,316,992.30</u>

Submitted by: *Karmen Burn* Kaufman Lynn

Karmen Burn, Vice President Authorized Representative



**OEBO SCHEDULE 1** ✓

SOLICITATION/PROJECT/BID NAME: Canyon District Park Phase 1 & 1A

SOLICITATION/PROJECT/BID NO.: 17204

SOLICITATION OPENING/SUBMITTAL DATE: December 16, 2020

COUNTY DEPARTMENT: CID

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

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5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____	_____

(Please use additional sheets if necessary)

Total \_\_\_\_\_ \$14,575.00 ✓

Total Bid/Offer Price \$ 14,575.00

Total Certified S/M/WBE Participation \$<sup>3</sup> \_\_\_\_\_

I hereby certify that the above information is accurate to the best of my knowledge: Ed Hernandez  Project Executive  
 Name & Authorized Signature Title

- Note:**
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SOLICITATION/PROJECT NUMBER: 17204

SOLICITATION/PROJECT NAME: Canyon District Park

Prime Contractor: Kaufman Lynn Construction Subcontractor: Landscape Service Professional

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

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

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

**Kaufman Lynn Construction**

Print Name of Prime

By:   
Authorized Signature

Ed Hernandez

Print Name

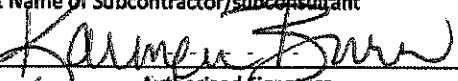
Project Executive

Title

Date: 4-27-23

**Landscape Service Professional**

Print Name of Subcontractor/subconsultant

By:   
Authorized Signature

Karmen Burns

Print Name

V.P.

Title

Date: 4/27/2023



# CERTIFICATE OF LIABILITY INSURANCE

2/28/2024

DATE (MM/DD/YYYY)

5/18/2023

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).

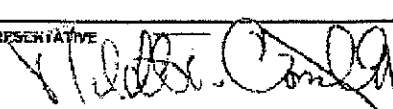
<b>PRODUCER</b> Lockton Companies 1185 Avenue of the Americas, Suite 2010 New York NY 10036 646-572-7300	<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext):</b> _____ <b>FAX (A/C, No):</b> _____ <b>E-MAIL ADDRESS:</b> _____													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: <b>Starr Indemnity &amp; Liability Company</b></td> <td>38318</td> </tr> <tr> <td>INSURER B: <b>Allied World National Assurance Company</b></td> <td>10690</td> </tr> <tr> <td>INSURER C: <b>--- SEE ATTACHMENT ---</b></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: <b>Starr Indemnity &amp; Liability Company</b>	38318	INSURER B: <b>Allied World National Assurance Company</b>	10690	INSURER C: <b>--- SEE ATTACHMENT ---</b>		INSURER D:		INSURER E:		INSURER F:
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INSURER E:														
INSURER F:														
<b>INSURED</b> 1466290 <b>Kaufman Lynn Construction, Inc.</b> 3185 S. Congress Avenue Delray Beach FL 33445														

**COVERAGES** 1st **CERTIFICATE NUMBER:** 19582379 **REVISION NUMBER:** XXXXXXXX

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 SUBR INSD	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> \$0 Deductible GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	1000026020231	2/28/2023	2/28/2024	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 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	N	N	1000672995231	2/28/2023	2/28/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTIONS 10,000	Y	N	0311-7332	2/28/2023	2/28/2024	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$ XXXXXXXX
A	<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	100000527100	2/28/2023	2/28/2024	<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
C	See Attached	N	N	See Attached	2/28/2023	2/28/2024	

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**  
 Palm Beach County, Board of County Commissioners, a political subdivision of the State of Florida, its officers, agents and employees are included as Additional Insureds on the General Liability and Umbrella Liability as required by written contract. The General Liability is Primary and Non-Contributory. A waiver of subrogation applies per written contract. Palm Beach County, Board of County Commissioners are included as Loss Payee with respects to the leased/rented equipment as required by written contract. 30 days' notice of cancellation applies except for 10 days non-payment of premium.

<b>CERTIFICATE HOLDER</b>  19582379 palm Beach County c/o Capital Improvements Division 2633 Vista Parkway West Palm Beach, FL 33411-5604	<b>CANCELLATION</b> See Attachments  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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