

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: August 22, 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. 9 to the Consulting/Professional Utility Distribution & Collection System Engineering Services (Contract) with C Solutions, Inc. (Consultant) for Engineering Services During Construction for Kings Point Flanders and Capri Water Main Replacement (Project) for a not to exceed amount of \$204,672.

Summary: On December 15, 2020 the Board of County Commissioners approved the Palm Beach County Water Utilities Department (PBCWUD) Contract (R2020-1896) with Consultant. CSA No. 9 provides for professional engineering services during construction for the replacement of approximately 19,000 linear feet of water main varying in size within the Flanders and Capri Subdivisions, located in Kings Point residential community in Delray Beach. 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 October 2, 2019, the Goal Setting Committee applied an Affirmative Procurement Initiative of a minimum 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 SBE firms. The Contract provides for 83.00% SBE participation which includes 78.00% MBE participation, 76.00% MBE (B), 1.00% MBE (H), and 1.00% MBE (A). CSA No. 9 includes 100% SBE participation, which includes 100% MBE participation, 100% MBE (B), 0.00% MBE (H), and 0.00% MBE (A). The cumulative SBE participation including CSA No. 9 is 87.01% SBE participation, which includes 70.63% MBE participation, 70.63% MBE (B), 0.00% MBE (H), and 0.00% MBE (A). Consultant is a Palm Beach County based company. The Project is included in the PBCWUD FY23 budget. (PBCWUD Project No. 21-034) 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. 9
- 2. Location Map
- 3. EBIX Compliance Summary Report

Recommended By: Ali Bayat Department Director Date: 7/20/23

Approved By: Welf Blum Assistant County Administrator Date: 7/26/23

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures	<u>\$204,672</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>\$204,672</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: See GR & FR & B

III. REVIEW COMMENTS

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

ASDude 7/21/23
 MG 7/21 OFMB GR 7/21

Ar. J. Jacoby 7/24/23
 Contract Development and Control
 Trif 7/24/23

B. Legal Sufficiency:

[Signature] 7/25/23
 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. 9
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Utility Distribution & Collection System Engineering Services
Resolution No. R2020-1896 Contract Dated December 15, 2020

Project Title: Kings Point Flanders and Capri Water Main Replacement

PBCWUD Project No.: 21-034

Consultant: C Solutions, Inc.

Address: 500 NE 4th Street, Suite 100, Fort Lauderdale, FL 33301

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

District No.: 5

This Consultant Services Authorization provides for: Engineering services during construction for the installation of approximately 19,000 linear feet of 6-inch to 12-inch water main and appurtenances in the Capri and Flanders subdivision within Kings Point located in Delray Beach.

(See ATTACHMENT A for detailed scope of services)

The Contract provides for 83.00% SBE participation, which includes 78.00% MBE participation, 76.00% MBE (B), 1.00% MBE (H), and 1.00% MBE (A). This Consultant Services Authorization includes 100% overall participation which includes, 100% MBE participation, 100% MBE (B), 0.00% MBE (H), and 0.00% MBE (A). The cumulative SBE participation, including this Consultant Services Authorization is 87.01%, which includes 70.63% MBE participation, 70.63% MBE (B), 0.00% MBE (H), and 0.00% MBE (A).

1. Services completed by the Consultant to date :
See ATTACHMENT B.
2. Consultant shall begin work upon receipt of Notice to Proceed correspondence.
3. The compensation to be paid to the Consultant for providing the requested services shall be:
 - A. Computation of time charges plus expenses, not to exceed \$ 204,672.00
 - B. Fixed price of \$ _____
 - C. Total \$ 204,672.00
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. 9
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Utility Distribution & Collection System Engineering Services
Resolution No. R2020-1896 Contract Dated December 15, 2020

Project Title: Kings Point Flanders and Capri Water Main Replacement

PBCWUD Project No.: 21-034

5. SBE participation is included in **ATTACHMENT C** under this Authorization. The attached Schedule 1 defines the SBE applied to this Authorization and Schedule 2 establishes the SBE contribution from each Sub-Consultant (Letter of Intent).
6. This Authorization does not amend, change, or modify the Contract dated 12/15/2020 which remains in full force and effect.
7. All Attachments to this Authorization are incorporated herein and made a part of this Consultant Services Authorization.

CONSULTANT SERVICES AUTHORIZATION NO. 9
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Utility Distribution & Collection System Engineering Services
Resolution No. R2020-1896 Contract Dated December 15, 2020

Project Title: Kings Point Flanders and Capri Water Main Replacement

PBCWUD Project No.: 21-034

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: _____ Signed: _____

Typed Name: _____
Deputy Clerk

RE Gregg K. Weiss, Mayor
AB

(Date)

Approved as to Form and Legal
Sufficiency

C Solutions, Inc.
(Consultant)

Signed: _____

Mark S. Drummond, P.E., BCEE
(Print Name)

Typed Name: Michael W. Jones
County Attorney

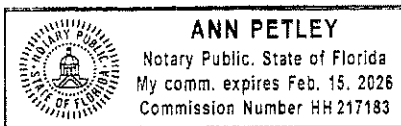
(Signature)

President
(Title)

June 29, 2023
(Date)

STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me by means of physical presence or online notarization,
this 29th day of JUNE, 2023, by MARK DRUMMOND who is personally
known to me or has produced _____ as identification.



(Signature of Notary Public - State of Florida)
ANN PETLEY
(Print, Type, or Stamp Commissioned Name of Notary Public)

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/BE Business Tracking
ATTACHMENT G	Location Map

ATTACHMENT A

SCOPE OF SERVICES

PBCWUD Project No.: 21-034

Project Title: Kings Point Flanders and Capri Water Main Replacement

C Solutions, Inc. (CONSULTANT) shall perform:

BACKGROUND

Palm Beach County Water Utilities Department (PBCWUD) has requested that CONSULTANT assists PBCWUD with monitoring the construction phase of the Kings Point Flanders and Capri Water Main Replacement Project (Project), which includes the installation of approximately 19,000 linear feet of 6-inch to 12-inch water mains and appurtenances for the Capri and Flanders subdivision within Kings Point located in Delray Beach, Florida., as shown in ATTACHMENT G. CONSULTANT will assist PBCWUD as a representative. PBCWUD will be the primary point of contact for the construction of the Project and perform all official communication with the Contractor.

CONSULTANT shall provide limited construction administration services and field observations assuming that PBCWUD will provide field observations during construction for the days that CONSULTANT is not scheduled to be on the construction site. Per PBCWUD's request, CONSULTANT will only provide eight (8) hours per week within a single day of Construction Inspection, thus CONSULTANT will not be responsible for certifying the construction of the project. CONSULTANT will keep in close contact with PBCWUD's project manager with respect to the project's progress conducting routine site inspections to observe the Contractor's in-progress and completed work as scheduled and/or deemed necessary by the CONSULTANT. This regular coordination will provide the CONSULTANT to be present at the site during critical stages of construction; however, the CONSULTANT will not be responsible for the work of the Contractor or others. CONSULTANT will not be responsible for unacceptable work or impacts on the project's schedule or sequence of work.

Coordination with the private property owners within and adjacent to the project area is not included in this Scope of Services and is assumed to be managed by PBCWUD's Public Outreach Consultant. Beyond incidental coordination with these property owners, and general coordination with or assistance to PBCWUD's Public Outreach Consultant as defined herein in Task 1.4, the CONSULTANT will not be responsible for coordinating the Contractor's construction or restoration activities with the property owners, or any unrelated construction activities performed by others within or adjacent to the project area.

CONSULTANT's Scope of Services shall include the performance of the following specific tasks. Other tasks associated with the construction contract administration and not specified below, shall be conducted by others and can be added to the CONSULTANT's Scope of Services by supplement if mutually agreed.

SCOPE OF SERVICES

Task 1.1 Contract Administration Services:

PBCWUD will enter the "Agreement to Construct" with the CONTRACTOR awarded the project through the bid process and handle all official correspondence for this project with the Contractor. The CONSULTANT will provide recommendations on certain aspects of construction administration as specified below for PBCWUD's final decision and communication of that decision to the Contractor. This task includes project management services including progress reporting activities, coordinating with PBCWUD, Contractor, and PBCWUD's Public Outreach Consultant throughout the construction project.

Task 1.2 Pre-construction Meeting:

The CONSULTANT shall attend the pre-construction meeting, which shall be organized by PBCWUD. CONSULTANT is not responsible for scheduling the pre-construction meeting, nor preparing meeting agenda and minutes. CONSULTANT shall review and comment on the pre-construction meeting agenda and minutes prepared by PBCWUD.

Task 1.3 Coordination and Meetings:

The CONSULTANT shall coordinate with PBCWUD and attend up to 12 progress meetings at PBCWUD's request during the construction period. CONSULTANT is not responsible for scheduling meetings, nor preparing meeting agendas and minutes. CONSULTANT will review and comment on meeting minutes prepared by PBCWUD.

Task 1.4 Public Outreach Support and Meetings:

The CONSULTANT shall assist PBCWUD's Public Outreach Consultant during Public Informational meetings. CONSULTANT shall provide necessary information such as maps, exhibits, figures, etc. to PBCWUD'S Public Outreach Consultant. Per PBCWUD's Public Outreach Consultant feedback, it is assumed the CONSULTANT will provide the following figures for use by PBCWUD'S Public Outreach Consultant:

- Overall Project Area Figure showing all areas of proposed construction on a single Figure
- Blowups of proposed construction activity Figures (formatted for an 8.5"x11" sheet) highlighting the location of and color-coding proposed water mains, fire hydrants, water services, existing water meters. These Figures will be utilized for the benefit of individual unit owners to more clearly communicate the work proposed on their specific building within a specific Condominium HOA within the project area and printed and distributed by PBCWUD'S Public Outreach Consultant.
- Construction phasing Figure communicating the proposed phasing of construction by the Contractor. The CONSULTANT would need to coordinate with PBCWUD and the CONTRACTOR in order to understand the CONTRACTOR's original plan for the timing of scheduled disturbances to the project area. CONSULTANT shall attend the following meetings:
- Two (2) pre-construction Public Informational meetings. These meetings are to be scheduled and planned by PBCWUD's Public Outreach Consultant. CONSULTANT will assist with these two (2) Public meetings to answer questions the Residents or HOA representatives may have while attending the meeting.
- Monthly construction status public information meetings (12 meetings in total) as support for PBCWUD'S Public Outreach Consultant.

CONSULTANT is not responsible for scheduling meetings, nor preparing meeting agendas, presentations or meeting minutes. CONSULTANT shall review and provide comments for all presentations prepared by others.

Task 1.5 Shop Drawings and Construction Submittals Review:

The CONSULTANT will review, evaluate, and approve shop drawings. CONTRACTOR will utilize selections on the PBCWUD approved materials list for submissions for applicable products required in this project. For products not on the PBCWUD approved materials list, CONSULTANT will review diagrams, illustrations, catalog data, product schedules, samples, results of tests, inspections, construction schedule and other data which the CONTRACTOR is required to submit. The materials proposed must be substantially compliant with the CONSULTANT's drawings and specifications. All requested "Substitutions" presented by the CONTRACTOR will also be evaluated if submitted for shop for products not on the PBCWUD approved materials list. No deviations for products on the PBCWUD approved materials list will be considered or evaluated. It is estimated that 32 submittals will be included in this project.

Task 1.6 Permitting Assistance:

CONSULTANT shall coordinate with PBCWUD and Palm Beach County Health Department to assist PBCWUD with tasks related to the closeout of the following permit(s):

- One (1) PERMIT for "Certification of Construction Completion and Request for a Letter of Clearance to Place an Onsite Water Distribution System into Service for Systems Regulated Under Palm Beach County Environmental Control Rule II".

CONTRACTOR will be responsible for assembling and providing the record drawings, test reports, and other documents needed for permit closeout. All information will be provided by the CONTRACTOR to PBCWUD who will in turn provide it to the CONSULTANT for submittal to the permitting agency as needed.

Task 1.7 Periodic Construction Inspections:

PBCWUD will be providing construction observation services three (3) days a week. CONSULTANT shall provide construction inspection services to periodically observe construction on preselected scheduled days once per week and prepare field observation reports on the observed construction activities. This includes one (1) full day per week for eight (8) hours per week as needed. The representative shall coordinate with PBCWUD Construction Manager for time and schedule prior to the start of construction.

Task 1.8 Requests for Information (RFI) and Change Order Requests:

CONSULTANT will provide assistance with and resolution of Requests for Information (RFI)'s from the CONTRACTOR or PBCWUD, 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 the CONTRACTOR by PBCWUD if required. For this budget, it is assumed only 20 RFIs will be included in this project; However, this Consultant Services Authorization is hourly and RFI's response time varies. The CONSULTANT will assist PBCWUD in reviewing three (3) change order requests submitted by the CONTRACTOR and provide recommendations regarding the same, assist with recommendations for PBCWUD's subsequent issuance of either Work Directives or Change Orders. It is assumed that up to a total of three (3) change orders and/or work directives will be included in this project.

Task 1.9 Substantial Completion/Punch-lists:

The CONSULTANT shall attend one (1) "substantial completion walk-through" with PBCWUD inspector and assist PBCWUD in development of a punch-list. CONSULTANT, together with PBCWUD, determines when substantial completion occurs, defined as the ability of PBCWUD to achieve beneficial use of the Project. PBCWUD will make this determination while the

CONSULTANT will assist PBCWUD in providing recommendations as to what work has been observed to need completing based on certified record drawing information provided by CONTRACTOR and the CONSULTANT's field observations while onsite. The CONTRACTOR must submit record drawings signed and sealed by surveyor of constructed facilities for review by CONSULTANT in order for Substantial Completion to be considered.

Task 1.10 Final Completion Walk-Through/Follow-up:

The CONSULTANT will attend one (1) "final completion walk-through" at the end of the project with PBCWUD's inspector for the work completed to assist with final completion and resolution of all punch-list items. PBCWUD will certify substantial compliance of constructed facilities to the approved plans based on field observations provided by the CONSULTANT's inspector while onsite, information provided by PBCWUD's inspector, and certified record drawings provided by the CONTRACTOR.

Task 1.11 Record Drawings

CONSULTANT will review certified record drawings provided by the CONTRACTOR and other close out documents as required by the contract. All record drawing information will be provided by the CONTRACTOR to PBCWUD who will provide this information to the CONSULTANT. It is assumed that the CONTRACTOR will be providing monthly certified red-line drawings of the work performed for PBCWUD's review and approval of payment applications. This process is critical to the provision of accurate final record drawings at the end of the project.

Deliverables:

1. Preconstruction minutes comments.
2. Meeting minutes comments.
3. Provision of Figures to PBCWUD'S Public Outreach Consultant as specified in Task 1.4.
4. Shop Drawing reviews as specified in Task 1.5.
5. Permit closeout documents including one (1) Request for Release for Service for the water distribution system.
6. Field observation daily reports for when periodic observations are made.
7. Twenty (20) RFI responses.
8. Change Order request review comments as defined in Task 1.8.
9. Substantial and final completion walk-through comments and recommendations.
10. Record Drawing review comments.

Task 2.0 Supplemental Services

If authorized in writing by PBCWUD, the CONSULTANT shall perform the following special services as directed by PBCWUD on a time and materials basis up to the fee allotted in Task 2.0.

CONSULTANT shall assist PBCWUD in the modification of the design plans as needed and determined during the construction of the Project.

Services resulting from additional Exhibits or Figures requested from PBCWUD or PBWUD's Public Outreach CONSULTANT. This will be applicable if needed if services provided under Task 1.4 are insufficient.

CONSULTANT shall assist PBCWUD to coordinate with the property owners or HOA representatives regarding the acquisition of permanent easements that may be needed for the construction of the water main project within Kings Point. These services include preparation of exhibits as needed and further correspondence or negotiations with HOA representatives and public Surveyor. Title searches and preparations of sketches and legal descriptions for Easements

are not included in the Scope of Services and will be added to the CONSULTANT's Scope of Services by supplement once it is determined that CONSULTANT shall perform this special service.

ASSUMPTIONS

The following assumptions are made in the creation of these scope of services:

- 1) PBCWUD is the primary and only contact for all official correspondence with the CONTRACTOR. CONSULTANT will provide recommendations and feedback directly to PBCWUD for transmittal to the CONTRACTOR as required.
- 2) PBCWUD will review and approve all payment applications, including the quantities for work claimed to have been completed.
- 3) PBCWUD will review and approve all construction progress schedule updates.
- 4) The CONTRACTOR shall provide surveyor signed and sealed (Certified) drawing markups (red-line drawings) for all piping, valves and appurtenances, connections to existing water meters, and fire hydrants installed in this project reflecting actual Northing and Easting Coordinates and elevations sufficient to document if the installed products conform to the contract documents. Final record drawings will similarly be provided signed and sealed by a registered surveyor in the State of Florida and provided in AutoCAD format.
- 5) PBCWUD will approve all work change directives and change orders. CONSULTANT will provide recommendations or information as may be required.
- 6) CONSULTANT will not be responsible for the work of the CONTRACTOR or others.
- 7) CONSULTANT will not be responsible for construction means, methods, sequences, procedures, schedules, or safety measures selected by CONTRACTOR or others.
- 8) CONSULTANT will submit Statements of Completion to the applicable jurisdictional agency as specified in Task 1.6.
- 9) CONSULTANT will not be responsible for certifying the construction of the Project.
- 10) CONSULTANT will not be responsible for reviewing PBCWUD's daily inspection reports.

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	18-050	Northlake Blvd – East of Hall Blvd to Coconut (County Project #2003-503B)	Approved	\$81,720.00	\$53,724.00	65.74%	CRC	03/17/2021
2	21-010	Southwest 10th Ave., South Bay Water Main Replacement; F.D.O.T. Project # 442025	Approved	\$49,959.00	\$33,162.00	66.37%	DIR	03/10/2021
3	21-037	Florida Mango Road Utility Adjustments - Barbados Rd to Myrica Rd (PBC #2017-517)	Approved	\$133,370.00	\$110,927.00	83.17%	BCC	05/18/2021
4	21-034	Kings Point Flanders and Capri Water Main Replacement	Approved	\$194,658.21	\$172,676.00	88.70%	BCC	05/04/2021
5	21-013	80th Lane North Water Main Extension	Approved	\$46,150.00	\$37,175.00	80.55%	DIR	08/19/2021
6	21-068	NW 10th Avenue South Bay Water Main Replacement	Approved	\$59,944.00	\$55,492.00	92.57%	CRC	09/21/2022
7	21-067	Okeechobee Blvd and Haverhill Road; Utility Relocation; PBC No. 2018-104	Approved	\$80,128.00	\$72,352.00	90.29%	CRC	10/03/2022
7.1	21-067	Okeechobee Blvd and Haverhill Road; Utility Relocation; PBC No. 2018-104	Pending	\$15,614.00	\$15,614.00	100%	DIR	Pending
8	21-079	N Branch Road, Watergate Road, Atlantic Circle and Anchorage Way Water Main	Cancelled	-	-	-	CRC	Cancelled
9	21-034	Kings Point Flanders and Capri Water Main Replacement – Construction Services	Pending	\$204,672.00	\$204,672.00	100%	BCC	Pending

ATTACHMENT C

OEBO SCHEDULE 1

Office of Equal Business Opportunity Compliance Programs

OEBO SCHEDULE 1

SOLICITATION/PROJECT/BID NAME: Kings Point Flanders and Capri Water Main Replacement
 SOLICITATION OPENING/SUBMITTAL DATE: December 15, 2020

SOLICITATION/PROJECT/BID NO.: 21-034
 COUNTY DEPARTMENT: Palm Beach County Water Utility 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: C Solutions, Inc. ADDRESS: 601 N Congress Ave., Suite 104B, Delray Beach, FL 33445
 CONTACT PERSON: Jennifer Prettel, P.E. PHONE NO.: 561-244-9480 E-MAIL: jprettel@csolutions-us.com

PRIME'S DOLLAR AMOUNT OR PERCENTAGE OF WORK: \$ 204,672.00 / 100%
 *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.	<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 \$ 204,672.00

Total Certified S/M/WBE Participation \$ 204,672 / 100%

I hereby certify that the above information is accurate to the best of my knowledge:  Mark S. Drummond, P.E., BCEE President

Name & Authorized Signature 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.






OEBO SCHEDULE 1

Final Audit Report

2023-06-29

Created:	2023-06-29
By:	Felipe Martinez (fmartinez@csolutions-us.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAANjArmQCf_xQW4CSqktB-Wd8mojbq_qf

"OEBO SCHEDULE 1" History

-  Document created by Felipe Martinez (fmartinez@csolutions-us.com)
2023-06-29 - 4:14:00 PM GMT- IP address: 50.234.153.84
-  Document emailed to Mark Drummond (mdrummond@csolutions-us.com) for signature
2023-06-29 - 4:15:14 PM GMT
-  Email viewed by Mark Drummond (mdrummond@csolutions-us.com)
2023-06-29 - 4:17:43 PM GMT- IP address: 50.234.153.84
-  Document e-signed by Mark Drummond (mdrummond@csolutions-us.com)
Signature Date: 2023-06-29 - 4:18:18 PM GMT - Time Source: server- IP address: 50.234.153.84
-  Agreement completed.
2023-06-29 - 4:18:18 PM GMT

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: 21-034

SOLICITATION/PROJECT NAME: Kings Point Flanders and Capri Water Main Replacement

Prime Contractor: C Solutions, Inc.

Subcontractor: Same

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 2/10/2023 to 2/9/2026

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

Column 1

Male Female

Column 2

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

Column 3

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
	Wastewater Collection System & Water Distribution System	\$204,672.00	1	\$0.00	\$204,672.00


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: \$204,672.00 / 100%

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

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

C Solutions, Inc.

Print Name of Prime

By:  _____
 Authorized Signature

Mark Drummond, PE, BCEE

Print Name

President

Title

Date: June 29, 2023

C Solutions, Inc.

Print Name of Subcontractor/subconsultant

By:  _____
 Authorized Signature

Mark Drummond, PE, BCEE

Print Name

President

Title

Date: June 29, 2023






CSA No. 9 - Schedule 2 - 2023.06.29

Final Audit Report

2023-06-29

Created:	2023-06-29
By:	Felipe Martinez (fmartinez@csolutions-us.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAACObXIR8asqLImwRZ86pT17nZuLvQKhyo

"CSA No. 9 - Schedule 2 - 2023.06.29" History

-  Document created by Felipe Martinez (fmartinez@csolutions-us.com)
2023-06-29 - 3:54:27 PM GMT - IP address: 50.234.153.84
-  Document emailed to Mark Drummond (mdrummond@csolutions-us.com) for signature
2023-06-29 - 3:55:34 PM GMT
-  Email viewed by Mark Drummond (mdrummond@csolutions-us.com)
2023-06-29 - 4:07:34 PM GMT - IP address: 50.234.153.84
-  Document e-signed by Mark Drummond (mdrummond@csolutions-us.com)
Signature Date: 2023-06-29 - 4:07:57 PM GMT - Time Source: server- IP address: 50.234.153.84
-  Agreement completed.
2023-06-29 - 4:07:57 PM GMT

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 1.0 Engineering Services During Construction	
Task 1.1 Contract Administration Services	390
Task 1.2 Pre-construction Meeting	60
Task 1.3 Coordination and Meetings	390
Task 1.4 Public Outreach Support and Meetings	390
Task 1.5 Shop Drawings and Construction Submittals Review	360
Task 1.6 Permitting Assistance	360
Task 1.7 Periodic Construction Inspections	360
Task 1.8 Requests for Information (RFI) and Change Order Requests	360
Task 1.9 Substantial Completion/Punch-lists	360
Task 1.10 Final Completion Walk-Through/Follow up	390
Task 1.11 Record Drawings	390
Task 2.0 Supplemental Services	390

Revised 12/20/2022

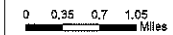
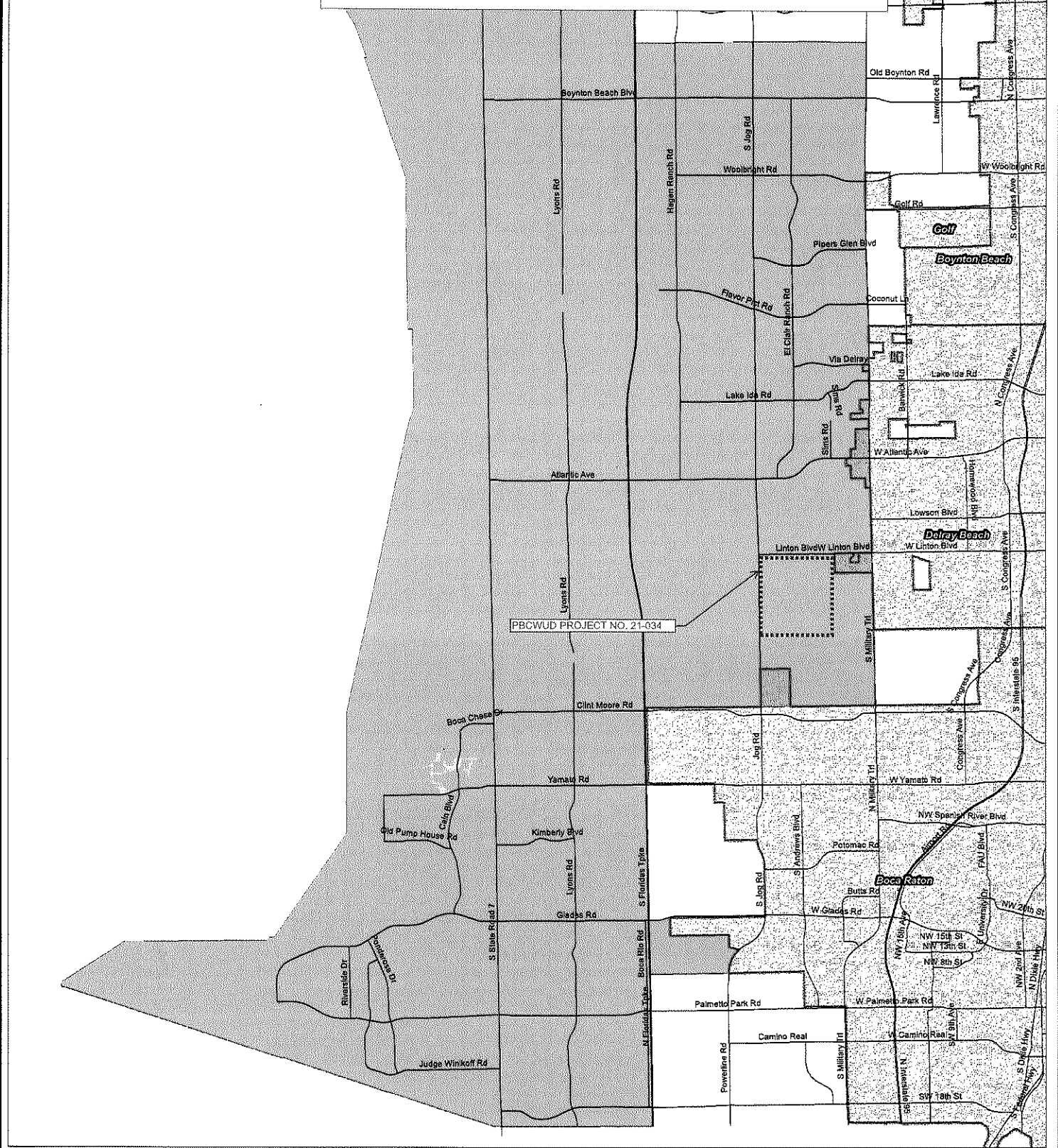
ATTACHMENT F

Palm Beach County Water Utilities Department
 Contract for Consulting/Professional Services
Utility Distribution & Collection System Engineering Services
 Resolution No. R2020-1896 Contract Dated December 15, 2020

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

Master Contract Goals	SBE: 83.00%	MBE: 78.00%	MBE (Black): 76.00%	MBE (Hispanic): 1.00%	MBE (Asian): 1.00%
Current Proposal					
Value of Authorization No. <u>9</u>	\$204,672.00				
Value of SBE-M/BE Letters of Intent	\$204,672.00	\$204,672.00	\$204,672.00	\$0.00	\$0.00
Actual Percentage	100.00%	100.00%	100.00%	0.00%	0.00%
Signed/Approved Authorizations					
Total Value of Authorizations	\$645,929.21				
Total Value of SBE-M/BE Signed Subcontractors	\$535,508.00	\$396,133.00	\$384,483.00	\$0.00	\$0.00
Actual Percentage	82.90%	61.33%	59.52%	0.00%	0.00%
Signed/Approved Authorizations Plus Current Proposal					
Total Value of Authorization	\$850,601.21				
Total Value of Subcontractors & Letters of Intent	\$740,180.00	\$600,805.00	\$600,805.00	\$0.00	\$0.00
Actual Percentage	87.01%	70.63%	70.63%	0.00%	0.00%

**ATTACHMENT G
LOCATION MAP
KINGS POINT FLANDERS AND CAPRI WATER MAIN REPLACEMENT
PBCWUD PROJECT NO. 21-034**



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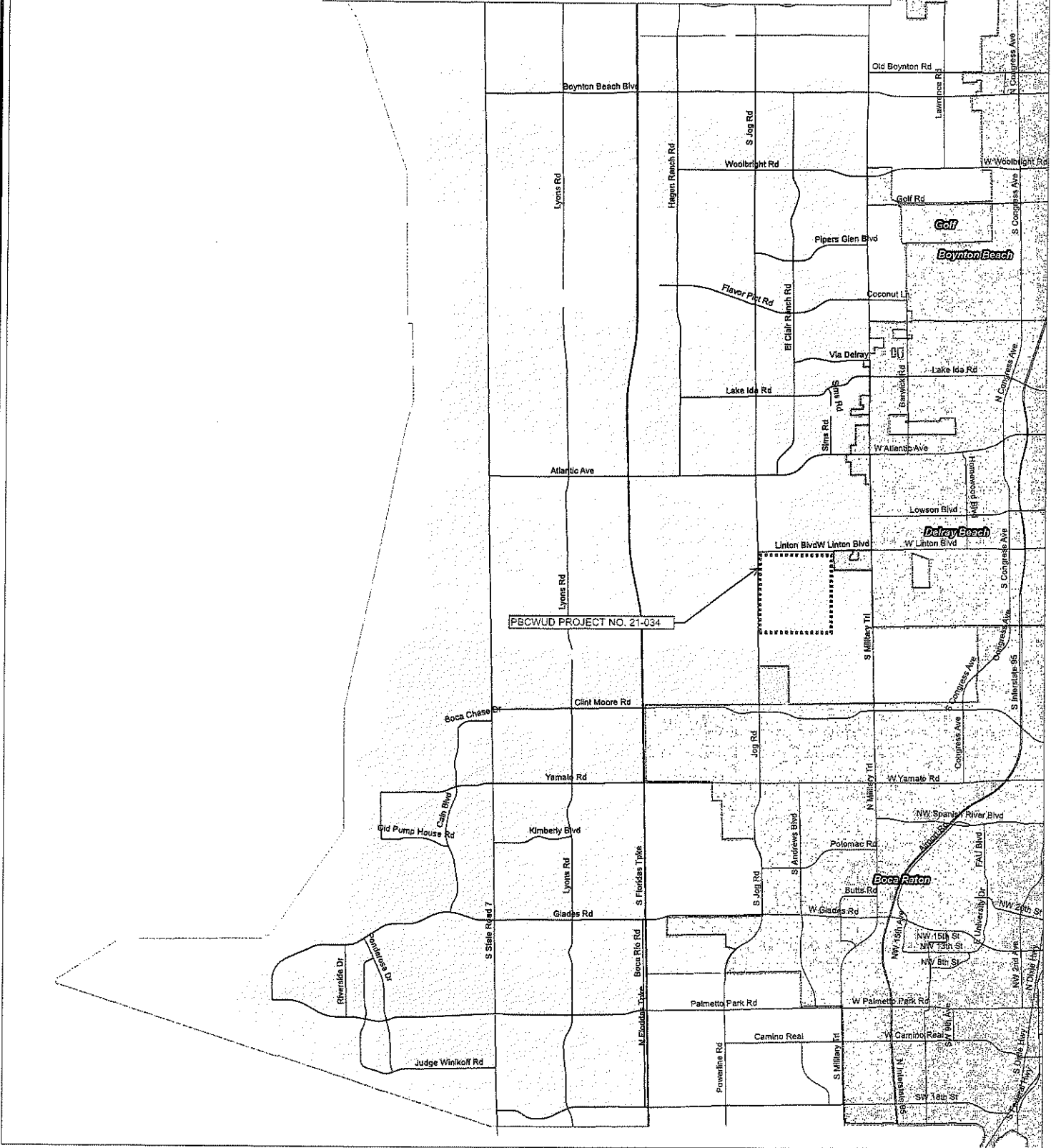
**KINGS POINT FLANDERS AND CAPRI WATER MAIN REPLACEMENT
PBCWUD PROJECT NO. 21-034**

 Municipalities  District 5





PALM BEACH COUNTY
 GIS Service Bureau December 16, 2021

**ATTACHMENT 2
LOCATION MAP
KINGS POINT FLANDERS AND CAPRI WATER MAIN REPLACEMENT
PBCWUD PROJECT NO. 21-034**




**KINGS POINT FLANDERS AND CAPRI WATER MAIN REPLACEMENT
PBCWUD PROJECT NO. 21-034**

 Municipalities
  District 5

0 0.35 0.7 1.05 Miles

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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
DX00001234	C Solutions, Inc.	Modified	Compliant with Minor/Expiring Deficiencies					19-082	Contract for Consulting/Professional Services Utility Distribution and Collection System Engineering Services
		A , XV	Carrier Not assigned	E97582231859A	4/30/2023	10/30/2023	Auto Liability		
		Ag , XV	Evanston Insurance Company	MKLV2ENV103585	7/1/2023	7/1/2024	General Liability		
		Ag , XV	Evanston Insurance Company	MKLV2ENV103585	7/1/2023	7/1/2024	Professional Liability		
		A++g , XV	Travelers Casualty and Surety Company	UB9P3028032247G	7/1/2023	7/1/2024	Workers Comp		

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