

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

Meeting Date:	June 4, 2024	<input checked="" type="checkbox"/>	Consent	<input type="checkbox"/>	Regular
		<input type="checkbox"/>	Workshop	<input type="checkbox"/>	Public Hearing

Department:	Engineering & Public Works Department
Submitted By:	Engineering & Public Works Department
Submitted For:	Roadway Production Division

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

- A) Consultant Service Authorization No. 6 (CSA) to the Construction Engineering Inspection (CEI) Annual Services Contract (R2021-0883) dated July 13, 2021 (Contract) with BCC Engineering, LLC (BCCE) in the amount of \$180,646.89 for Cherry Road from Military Trail to Quail Drive (Project); and
- B) a Budget Amendment of \$213,800 in the Capital Outlay Fund to recognize reimbursement funding from Westgate Belvedere Homes Community Redevelopment Agency (Westgate CRA) and appropriate it to the Project.


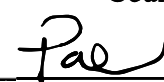
SUMMARY: Approval of this CSA will provide the professional CEI services necessary for the construction of an 8' sidewalk on the north side of Cherry Road, a 6' sidewalk on the south side of Cherry Road, with pedestrian lighting from Military Trail to Quail Drive. On November 6, 2019, the Goal Setting Committee applied Affirmative Procurement Initiatives of a 20% minimum mandatory Small Business Enterprise (SBE) participation and an SBE evaluation preference. BCCE agreed to 30% SBE participation for the Contract and 32.72% SBE participation for this CSA. Their cumulative SBE participation for the Contract including this CSA is 31%. The Westgate CRA agreed to pay for all CEI services for the Project. Approval of this budget amendment will recognize the reimbursement funding from the Westgate CRA. Districts 2 & 7 (YBH)

Background and Justification: On July 13, 2021, the Board of County Commissioners (BCC) approved the Contract with BCCE to provide the professional services for CEI throughout the County. The fee, as detailed in **Exhibit B** of the attached CSA, has been negotiated as just and reasonable compensation as follows:

Basic Services (Lump Sum)	<u>\$180,646.89</u>	(CEI services)
Total:	\$180,646.89	

After reviewing the attached CSA and finding it in proper order, the Engineering and Public Works Department recommends BCC approval.

- Attachments:**
- 1. Location Map
 - 2. CSA No. 6 with Exhibits A, B, C, D & Ebix Insurance Compliance (2)
 - 3. Budget Amendment

Recommended by:		5/2/24
YBH/TEL	County Engineer	Date
Approved By:		5/10/24
	Deputy County Administrator	Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2024	2025	2026	2027	2028
Capital Expenditures	\$ 213,800	-0-	-0-	-0-	-0-
Operating Costs	-0-	-0-	-0-	-0-	-0-
External Revenues	(\$213,800)	-0-	-0-	-0-	-0-
Program Income (County)	-0-	-0-	-0-	-0-	-0-
In-Kind Match (County)	-0-	-0-	-0-	-0-	-0-
NET FISCAL IMPACT	-0-	-0-	-0-	-0-	-0-
# ADDITIONAL FTE POSITIONS (Cumulative)	-0-	-0-	-0-	-0-	-0-

Is Item Included in Current Budget? Yes No
 Is this item using Federal Funds? Yes No
 Is this item using State Funds? Yes No

Budget Account No :

Fund 3900 Dept 361 Unit 1985 Object 8101/6943

Recommended Sources of Funds/Summary of Fiscal Impact:

Capital Outlay Fund
 Cherry Road from Military Trail to Quail Drive

Brief Description: New consultant service authorization

CSA #6

- Basic Services \$180,646.89
- Contingency (10%) \$ 18,153.11
- Total CSA #6 \$198,800.00**

Estimated Staff Costs

- Const. Coord \$ 10,000.00
- Roadway \$ 5,000.00
- Total Staff Costs \$ 15,000.00**
- Total CSA Cost \$213,800.00**

Funded Westgate/Belvedere Homes CRA (\$213,800.00)

Fiscal Impact -0-

Funded Westgate/Belvedere Homes CRA \$ 213,800

Check#2588 Dated 2/20/24

C. Departmental Fiscal Review: *Danny Rauld*

III. REVIEW COMMENTS

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

Liz Marie Slawson
 MD 5/2 OFMB JA 5/2

Trunda D. Mackel 5/7/24
 Contract Dev. and Control
 7/2 5/7/24

B. Approved as to Form and Legal Sufficiency:

[Signature] 5/8/24
 Assistant County Attorney

C. Other Department Review:

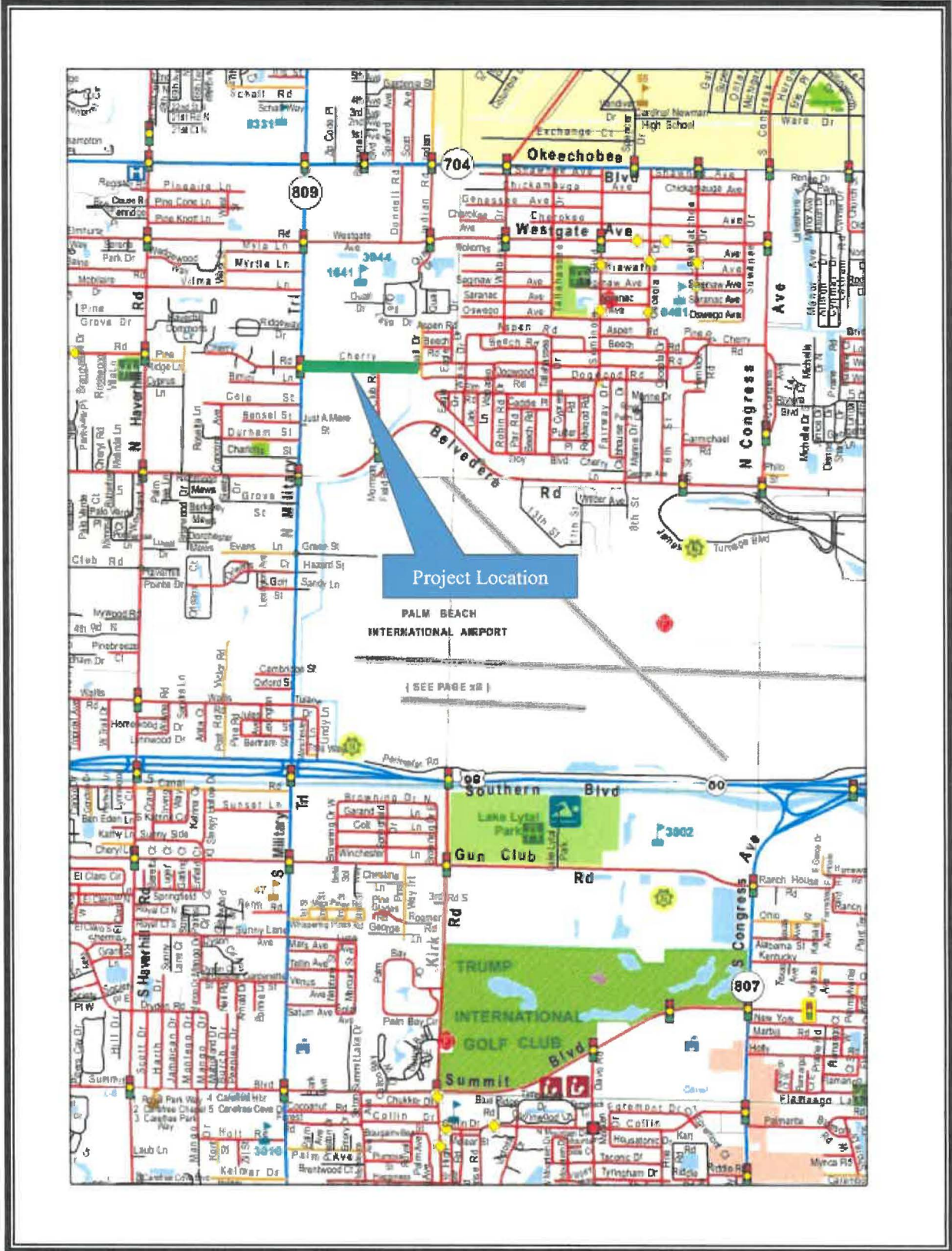
 Department Director

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

PROJECT LOCATION

CHERRY ROAD FROM MILITARY TRAIL TO QUAIL DRIVE

Palm Beach County Project # 2021025



LOCATION MAP

ATTACHMENT 1

CONSULTANT SERVICE AUTHORIZATION NO. 6
UNDER THE CONSTRUCTION ENGINEERING INSPECTION (CEI)
ANNUAL SERVICES CONTRACT

Project Name: **Cherry Road from Military Trail to Quail Drive**

Project No: **2021025**

Commission District Nos.: **2 & 7**

SBE Participation for this authorization is **32.72%**

SBE Participation to date for this Contract is **31%**

SBE Commitment is **30%**

This authorization is under the EBO Ordinance.

PALM BEACH COUNTY

BOARD OF COUNTY COMMISSIONERS **Acct. No.: 3900-361-1985 Object 8101/6943**

Consultant Service Authorization No. 6 (CSA) under the Construction Engineering Inspection (CEI) Annual Services Contract dated July 13, 2021 (R2021-0883) (CONTRACT), between the COUNTY and the CONSULTANT identified herein is for the services described in **EXHIBIT A** and **EXHIBIT B** for this CSA.

1. CONSULTANT: BCC Engineering, LLC

2. Address: 6401 SW 87th Avenue, Suite 200, Miami, FL 33173

3. CONSULTANT shall begin work promptly on the requested Services, per the schedule attached as part of **EXHIBIT A**.

4. Scope of Services to be provided by CONSULTANT: Provide professional engineering services to Palm Beach County for the Cherry Road from Military Trail to Quail Drive project. Provide CEI services in accordance with the attached **EXHIBIT A** dated February 16, 2024.

5. The compensation to be paid CONSULTANT for providing the requested services as detailed in **EXHIBIT B** shall be:

<input checked="" type="checkbox"/> Basic Services in a lump sum fee of	\$180,646.89
<input type="checkbox"/> Reimbursable Expenses capped at	\$ 0.00
<input type="checkbox"/> Optional Services capped at	\$ 0.00
Totaling	\$180,646.89

OEBO Schedules 1 & 2 **EXHIBIT C**

Project History **EXHIBIT D**

6. All terms of the CONTRACT shall apply to this CSA.

ATTACHMENT 2

CONSULTANT SERVICE AUTHORIZATION NO. 6
UNDER THE CONSTRUCTION ENGINEERING INSPECTION (CEI)
ANNUAL SERVICES CONTRACT

IN WITNESS WHEREOF, this CSA is accepted as of the date signed by the COUNTY below, subject to the terms and conditions of the aforementioned CONTRACT.

CONSULTANT: **BCC Engineering, LLC**
Federal ID: 65-05400100

Signed: _____

Typed Name: Eugenio Ochoa

Title: Senior Vice President

Date: 4/29/24

(Corporate Seal)

ATTEST WITNESS:

Signed: _____

Typed Name: Emily Espinosa

Title: Administrative Assistant

Date: 4/29/24

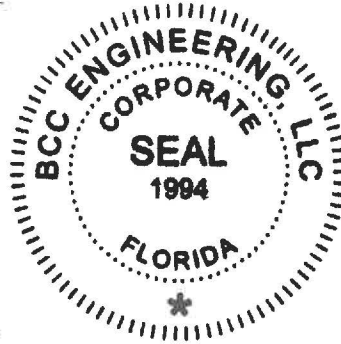
COUNTY:

Approved as to Terms and Conditions

By: 

Typed Name: Morton L. Rose, P.E.

Title: Division Director



CONSULTANT SERVICE AUTHORIZATION NO. 6
UNDER THE CONSTRUCTION ENGINEERING INSPECTION (CEI)
ANNUAL SERVICES CONTRACT

{SIGNATURE PAGES CONTINUED}

COUNTY: **Palm Beach County**, a Political
Subdivision of the State of Florida, by and
through its Board of County Commissioners

Signed: _____

Typed Name: Maria Sachs

Title: Mayor

Date: _____

ATTEST:

Joseph Abruzzo
Clerk of the Circuit Court & Comptroller

By: _____
Deputy Clerk

Approved as to Form and Legal Sufficiency

By: _____

Typed Name: Yelizaveta B. Herman

Title: Assistant County Attorney

F:\ROADWAY\CONTRACTS\CEI\BCU_Engineering\2021\2021025 Cherry Road\2021025 Cherry CEI CSA.docx

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage



*ok! Sandra Wilson-Elpina
2-27-24
Change to O&B Form
for CCRA okay
K.S. 2/27/24*

February 16, 2024

Kristine Frazell-Smith, P.E.
Local Roads Section Manager
Roadway Production Division
Palm Beach County
2300 N Jog Road
3rd Floor, West Wing
West Palm Beach, FL 33411

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting

Subject: Proposal for Construction Engineering and Inspection (CEI) Services PBC CEI Annual Services

BCC Engineering, LLC is pleased to submit this proposal to provide Construction Engineering and Inspection (CEI) Services for the PBC CEI Annual Services - Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting

We understand services will be performed for:

CEI Contract No: 2021052 PBC CEI Annual Services

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting

Project ID No: 2021025

We will perform the CEI Services as requested by providing the necessary personnel for completion. Please see Exhibit B page 1 and 2 for details of manhours and rates. The total cost for our CEI Services is \$110,166.50.

We appreciate the opportunity to submit this unit price proposal and look forward to working with you on this project. If you have any questions regarding this cost estimate, please contact us at (305) 670.2350.

Sincerely,

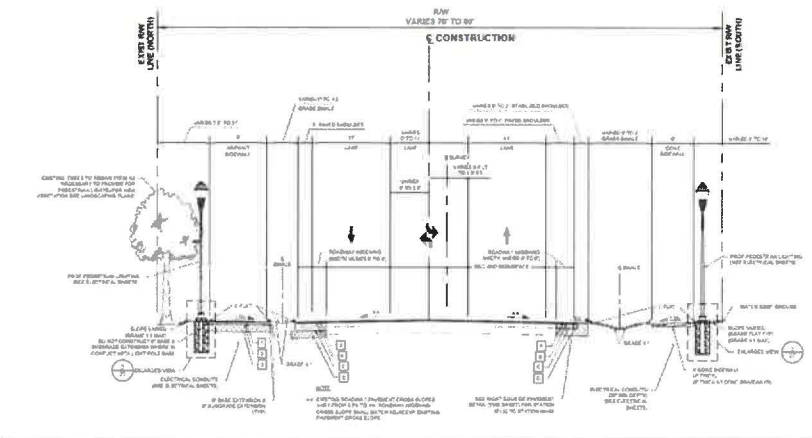
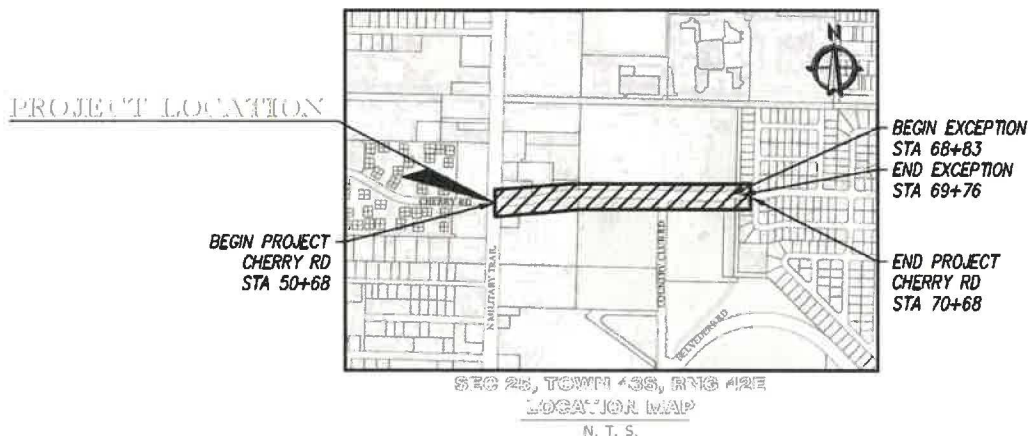

Eugenio Ochoa, P.E.
Vice President



FEE PROPOSAL AND SCOPE OF SERVICES FOR CONSTRUCTION ENGINEERING (CEI) ANNUAL SERVICES CONTRACT PROJECT: CHERRY ROAD MILITARY TRAIL TO QUAIL DRIVE SIDEWALK AND PEDESTRIAN LIGHTING ROADWAY AND DRAINAGE P.B.C. PROJECT #2023505

Client: Palm Beach County

Location: Cherry Road (Military Trail to Quail Drive)



Understanding of Scope: BCC Engineering LLC (BCC Engineering) understands the scope that Palm Beach County seeks to construct approx. 800 LF of 8’ asphalt sidewalks and 600 LF of 6’ concrete sidewalks with pedestrian lighting. The Cherry Road corridor will also received roadway improvements including widening and mill and resurfacing and the construction of new swales and drainage adjustments.

In fulfillment of its Contract with Palm Beach County, BCC Engineering fully intends to perform the following functions which are essential to the successful outcome of this project:

LAP Coordination

From similar LAP-funded projects, BCC is already familiar with the FDOT LAP process, in addition to having an established relationship with the District 4 FDOT LAP Administrator (*Ramon Alvarez*) and the FDOT Palm Beach Operations Field Administrators (*James Lewis and Alexis Burrie*). Still, it is our goal to set up a meeting with the LAP coordinators geared specifically for this project, to discuss expectations. We will be utilizing the Construction Administration Procedures as outlined in the Local Agency Program Manual, as the framework of our intent to fulfill all FDOT LAP requirements. This includes requesting and obtaining access to FDOT LAP reporting documentation systems: Local Area Program Information Tool (LAPIT) and Equal Opportunity Compliance (EOC). We will conduct and submit labor interviews for conformance with wage rates and DBE monitoring reports. We will prepare and submit monthly LAP progress reports, upload contract documents, payment applications, change orders, time extensions and all related documents, and we will coordinate and assist the County with reimbursement package submittal.

Contractor Monitoring

We will monitor all work pursued by the Contractor and assure that the Contractor is monitoring all Stormwater pollution prevention measures associated with the project in addition to preparing all necessary reports. We will review and monitor compliance with drawings, contract documents, and all applicable specifications.

Verification Laboratory Material Testing and Sampling Services

Typical sampling and testing for soils, concrete and asphalt by our subconsultant's testing laboratory (Radise International) will be performed at a frequency either indicated in the Contract, or otherwise directed by Palm Beach County Engineering. The Schedule of Testing Services and Fee are attached to Exhibit B of this Scope.

Problem Resolution

We strive to eliminate problems and issues before affecting the progress of the project. We achieve this by thoroughly understanding the plans, the intent of the plans, and the restraints of the governing documents. Upon discovery of any potential issues, we will analyze the impacts and risk exposure to Palm Beach County, along with any proposals submitted by the Contractor for the resolution of the issue, where applicable. We will prepare and submit recommendations to the County's Project Manager and expedite the necessary paperwork.

Payment Review

We will produce the necessary reports; verify quantity calculations, and field measure for payment purposes as required. We will ensure that all payment applications are certified prior to forwarding to the County for review.

Vehicular and Pedestrian Maintenance of Traffic

The plans for this project contain specific details and instruction on how to contend with vehicular and pedestrian traffic, as well as school zone restrictions, while pursuing the work under this Contract. These details must be utilized with Standard Index Drawings for successful execution. We will review the work zone traffic control plan implementation and inspection of maintenance of traffic schemes and devices in work zones to assure they are in accordance with the County's requirements. We will also ensure that the Contractor provides a qualified Worksite Traffic Supervisor as required.

Project Daily Reports

We will maintain a detailed electronic record and hard copy diary, which accurately depicts the Contractor's operations; quantities, testing data, and significant events that affect the work. We will submit daily construction reports to the County's Project Manager on a weekly basis.

Project Meetings

We will initiate our administration of the Contract with a pre-construction meeting to be held within 30 days from the issuance of the NTP. We will also administer bi-weekly project meetings with appropriate team members (the Project Administrator, County PM, Contractor PM, and Field Inspector, at a minimum) in attendance, prepare and distribute meeting minutes to attendees, note changes and /or corrections and ensure all responsible parties approve minutes at subsequent meetings.

Record Drawing Review

As-builts drawings are maintained for the purposes of reflecting any differences between what was intended to be constructed, and what was actually constructed. Throughout the course of the project, we will review as-recorded drawings (if maintained by the Contractor) to verify the Contract Drawings are noted to reflect actual construction and ensure our complete agreement with the as-builts; review monthly status of as-recorded drawings and verify for monthly pay applications; notify the Contractor in a timely fashion of deficiencies noted; provide follow up to verify Contractor maintains as-recorded drawing status up-to-date.

Maintain a Centralized Punch List of Items Requiring Correction

We will develop, maintain, and provide to the County and the Contractor, an on-going list of items requiring correction to encourage the timely correction of noted construction deficiencies, monitor construction throughout the project duration and identify deficient work and materials. This will be a centralized list, to avoid any confusion and missed items. We will provide the Contractor with an updated list at construction meetings and ensure all items on this list are corrected and/or signed off on, prior to project acceptance. The PBC Traffic Division will also inspect and provide a punch list which must also be addressed and signed off on, prior to final acceptance.

Notification of Accident Damage/Injury

We will document any accidents resulting in personal injury and/or property damage that may be attributed to construction activities. A report will be made completed and sent to the County's Project Manager, including any associated documentation such as a police report and photographs where appropriate.

Contract Interpretations and Modifications

We will receive, log, and coordinate reviews and responses to Contractor's Requests for Information (RFI's) following Palm Beach County approval and concurrence; responses to RFI's will be provided to the Contractor within seven (7) days; after PBC concurrence, prepare and issue response letters, field orders, or Change Proposal Requests as required.

Administration of Changed Work

We will receive from the Contractor all proposed changes to the work, and after analysis, inform the County's Project Manager with the appropriate recommendations, based on the reasoning behind the changes. We will track changes from initiation through completion; estimate cost and time impacts, and assist with negotiation of changes in contract time and cost; we will prepare change orders to incorporate changes within Contract Documents; evaluate the Project on a continual basis to determine when changes are required; include justification documents with each Change Order; maintain current status logs of all Change Proposal Requests and Change Orders; review as-recorded (as-built) drawings to verify changes in work are reflected as applicable; review pay requests to verify Change Order items are broken down into component form and ensure that payment is not made until work is complete.

Construction Disputes and Claims

We will review and provide initial recommendations on disputes or claims in response to written notification of claims made by the Contractor, in accordance with the provisions of the Contract Documents, asserting the right to an adjustment in either Contract Price or Contract Time.

Contractor's Payment Applications to Palm Beach County

We will receive and review draft applications for payment prepared by the Contractor and note and attempt to reconcile discrepancies between Engineer's estimate of progress and Contractor's application; we will review draft application for payment in comparison to measured or estimated quantities and make notations of deficient work not recommended for payment until corrected. We will assess appropriate including deletion of payment for stored materials and/or equipment which do not have approved shop drawings and/or proper invoices in addition to a reduction of value for partially completed items claimed as complete; we will return a copy of the reviewed draft to the Contractor, meet with Contractor to reconcile discrepancies, review revised application for payment and, if acceptable, recommend payment and forward to the County Project Manager for processing. For any projects involving LAP funding, we will ensure that the Department LAP Coordinator is corresponded with in a timely manner, as to properly inform them (and seek their agreement) of the quantities the Contractor is seeking payment for.

Project Closeout – Substantial Completion and Inspection

Our inspections are ongoing; however, we will receive and review the Contractor's required substantial completion submittal and determine if the Project is ready for substantial completion inspection. We will develop substantial completion submittal checklist and perform the following activities: verify submittal of all required documents, review the Contractor's Record Drawings, perform drafting of Record Drawing revisions on reproducible set and transmit to the County's Project Manager for concurrence, review other substantial completion submittal documents for completeness and compliance with Contract provisions, and schedule substantial completion inspection after PBC concurrence. We will compile a centralized punch list and distribute to the parties conducting the walk-thru inspection, as required. We will review the progress of corrective action on punch list items, and when appropriate issue the Certificate of Substantial Completion with a list of stated qualifications (punch list). We will notify all project team members of the date of the Substantial Completion Inspection; review progress of corrective actions on punch list items, periodic updates and re-issuance of the punch list; identify tentative substantial completion and prepare and issue the Certificate of Substantial Completion with a list of stated qualifications (punch list).

Project Closeout - Final Completion, Inspection and Payment

We will receive and review the Contractor's required final completion submittal, develop final completion submittal checklist and verify the submittal of all required documents and review for completeness and compliance with Contract provisions. We will notify the County Project Manager, Contractor, and other affected parties of date of final inspection and coordinate, attend and conduct the final inspection meeting and physical walk-through of the Project. We will compile, secure and transmit to the County warranties and similar submittals required by the Contract Documents for delivery to the County and deliver all spare parts, keys, manuals and record drawings to the County. We will provide Project Certification to permitting agencies based on Contractor provided Record Drawings, Tests, Product Certifications, Documents, as necessary to close out the Project. We will support the County with preparation and

submittal of FDOT LAP close-out package ('Blue Folder'), ensuring that any LAP Final Inspection and Acceptance Procedures per the LAP Manual are closely followed in a timely manner. Collect all payment documents required, including all certifications from any suppliers or subcontractors of payment by the Prime Contractor, and forward to the Construction Project Manager for processing along with the Contractors Final Application and Certificate for Payment; finalize all project costs and determine the final adjusted amounts for construction; obtain Contractor's signature on any required Contractor's Certification or Affidavits; process and sign Final Application for Payment; prepare transmittal letter.

Duration: The scope of work for construction should be completed in approximately 7 months (140 work days). With regards to our field inspectors, it is assumed the Contractor will work the industry standard of 8 hours a day on a 5 day-a-week calendar. Should the Contractor be approved to work a 6-day calendar, then it should be recognized by the Client that the estimated hours in this scope will be adjusted to reflect the number of eligible workdays in a week. The hourly estimates for office personnel will be predicated on an 8-hour workday.

Proposed Staffing Discussion: We believe the contractor will be able to perform a significant amount of work with minimal interruption to traffic, but utility installation will require high level of coordination and planning. As the project is less than a half-mile in length, construction inspection for site work, drainage, roadway, sidewalks, signing and pavement markings, will be overseen by a single full-time senior roadway inspector (940 hours).

The part time Senior Project Engineer (56 hours), will be ultimately responsible for the quality of the inspection outcomes on the project, and along with the part time Project Administrator (400 hours), will be the persons in direct communication with Palm Beach County Engineering, Utilities, Traffic Management, and the Florida Department of Transportation as necessary. They will also serve as a first line of response to any public complaints or inquiries. The Contract Support Specialist (155 hours) will assist the Project Administrator in compiling and organizing information provided by the contractor, as well as requesting proper documentation and records as required by certain contract requirements and pay related documents.

As a LAP-funded project, there will be additional criteria that must be recognized and adhered to, in order to ensure compliance and eliminate funding issues. Our Resident Compliance Specialist/Contract Support Specialist (RCS/CSS) (45 hours) will ensure fulfillment of LAP standards per Chapter 23 of the Local Agency Program Manual.

Proposed CEI Staffing

CEI Senior Project Engineer (BCC Engineering): Coordinate with PBC project manager any contract related concerns throughout the duration of the project. Review the contractor schedule to ensure conformance with contract documents, provide a written review of the schedule identifying significant omissions, improbable or unreasonable activity durations and errors in logic. Coordinate the staffing need to ensure

construction activities are covered. Assist the project administrator with any technical issues that may arise during the construction duration.

CEI Project Administrator (HBC Engineering): Coordinate the Construction Contract administration activities of all parties other than the Contractor involved in completing the construction project. Services shall include maintaining the required level of surveillance of Contractor activities, interpreting plans, specifications, and special provisions for the Construction Contract. Maintain complete, accurate records of all activities and events relating to the project and properly document all project changes. Verify the schedule conforms with the construction phasing and MOT sequences, including all contract modifications. Analyze problems that arise on a project and proposals submitted by the Contractor; work to resolve such issues and process the necessary paperwork. Verify that the Contractor is conducting inspections, preparing reports, and monitoring all storm water pollution prevention measures associated with the project. Produce reports, verify quantity calculations, and field measure for payment purposes as needed to prevent delays in Contractor operations and to facilitate prompt processing of such information in order for the County to make timely payment to the Contractor. Conduct weekly/bi-weekly progress meeting and distribute minutes to all parties involved.

CEI Contract Support Specialist (CSS) (BCC Engineering): Responsible for the daily compilation of quantities as-installed for the processing of monthly Contractor application for payment for Contract work completed. Responsible for gathering of the documents necessary for the processing of Change Orders.

CEI Senior Roadway Inspector (BCC Engineering): Monitor Contractor activities, interpreting plans, specifications, and special provisions for the Construction Contract. Maintain complete, accurate field records of all activities and events relating to the project and properly document all project changes. Prepare daily work report (DWR) that include all activities and crews working on the project. Take photographic documentation of pre-construction state and of noteworthy incidents or events during construction. These photographs will be filed and maintained on the Consultant's computer using a digital photo management system. Photographs will be taken the day prior to the start of construction and continue as needed throughout the project. Coordinate along with the Project Administrator and the contractor any work affecting adjacent property owners in advance of work starting. The following activities will be inspected, witnessed, and documented per the FY21/22 Statewide Assurance/Quality Control Guidelists and Critical Requirements:

MOT

- The CEI staff is aware of and enforcing the requirements for MOT utilizing the 2021/2022 FDOT Standard Plans (102-600 series) and MUTCD.
 - The CEI is aware that the Contractor will be required to submit a written plan which details each activity involved in the lane closure. The plan shall include Back-up Plans for activities critical to re-opening
-

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

the lane to traffic. MOT plans and any modification of the Maintenance of Traffic, requires approval of the Palm Beach County Traffic Division.

- The CEI staff is aware of and enforcing the requirement for the Worksite Traffic Supervisor (WTS) is to perform an inspection during the opening of the work zone and for each subsequent MOT Phase.
- The CEI staff is aware of and enforcing the requirement to have the Contractor to provide residential and business properties safe, stable, and reasonable access for vehicles and pedestrians (including sidewalks).
- The CEI staff is aware of and enforcing the requirement to have the Contractor stay within the limits of the Right of Way and will restore to its original condition or better upon project completion.

Clearing and Grubbing

- The CEI staff is aware of and enforcing the requirement that the Contractor completely removes any stumps/roots within 12 inches of the surface in any areas where excavation is to be performed.
- The CEI staff will ensure trimming for sign sight distance and tree removal is enforced per the Contract Documents.

Environmental Controls

- CEI staff is aware of and enforcing the requirements that no construction activities may begin until the Erosion and Sediment Control Plan has been approved and implemented.

Earthwork

- CEI will enforce the requirement that all required density test results are documented.
- CEI will ensure that all sampling and testing requirements are met.
- CEI will ensure that all locates are performed prior to excavation and assist the Contractor with any components that may conflict with a utility.
- CEI will ensure that all conduits are installed at 36" below grade and have warning tape buried 24" below grade per the Contract Documents.

Concrete Pavement

- CEI will ensure that all forms are set to line and grade per FDOT Standard Specification 350-5 and meet ADA requirements.
 - CEI will ensure forms are not removed for at least 12 hours after placement and after removing the forms, immediately apply curing compound to the sides of the slab per Spec 350-12.3.
 - CEI will document concrete delivery ticket information ensure approved mix design is being used.
 - CEI will ensure water is not added at the jobsite prior to slump testing. Water may be added after slump testing if the test is within the tolerance slump range. (Spec. 346-7)
-

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

- CEI will confirm W/C ratio is computed according to FM 5-501. (Spec 346-5)

Traffic/ITS Items

- CEI will ensure that the Contractor notifies Palm Beach County Traffic Operations prior to starting the work and to provide proper notice for final inspections.
- CEI will ensure all conduits are sealed with a duct sealant.
- CEI is aware that the Contractor is required to perform local field operational testing as per the Contract Documents.
- CEI is aware of and enforcing the requirements for Conduit and Interconnect Cable as per Spec Sections 630 and 632.
- CEI will ensure Section 635 requirements are met for the installation of the Pullboxes.
- CEI will ensure Section 653 and 665 requirements are met for installation of the Pedestrian Signals.

Pavement Markings

- The CEI staff is aware of and enforcing the requirements for the refurbished and proposed striping to be installed per Specification Section 711.

Project Schedule

- As discussed on Sheet 7 of 10 in this scope, the duration of this project is expected to be approximately 7 (seven) months long. Once we receive the construction schedule, we will mobilize our staff to ensure all construction activities are inspected and conform to plans and specifications. This project schedule will parallel the construction schedule.
-

BCC Engineering - Schedule of Fees – Project #2021025

Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

Estimate of Work Effort and Cost

Name of Project: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting		Consultant Name: BCC Engineering, LLC					
PBC Project Number: 2021025		Consultant Number:				Date: 2/16/2024	
Task Description	Total Staff Hours	Staff Categories			Staff Hours By Activity	Salary Cost By Activity	Average Rate Per Task
		CEI Senior Project Engineer \$60.10	CEI Contract Support Specialist \$28.50	CEI Senior Roadway Inspector \$34.00			
BASIC SERVICES							
County Project							
1st Month after NTP	43.0	8.0	15.0	20.0	43.0	\$1,588.30	\$ 36.94
2nd Month after NTP	188.0	8.0	20.0	160.0	188.0	\$6,490.80	\$ 34.53
3rd Month after NTP	188.0	8.0	20.0	160.0	188.0	\$6,490.80	\$ 34.53
4th Month after NTP	193.0	8.0	25.0	160.0	193.0	\$6,633.30	\$ 34.37
5th Month after NTP	193.0	8.0	25.0	160.0	193.0	\$6,633.30	\$ 34.37
6th Month after NTP	193.0	8.0	25.0	160.0	193.0	\$6,633.30	\$ 34.37
7th Month after NTP	153.0	8.0	25.0	120.0	153.0	\$5,273.30	\$ 34.47
Total Staff Hours (Basic Services)	1151.0	56.0	155.0	940.0	1151.0	\$39,743.10	34.53
Total Staff Cost (Basic Services)		\$3,365.60	\$4,417.50	\$31,960.00		\$39,743.10	

EBO SBE Calculation for this Fee Summary		
	SBE \$	Non-SBE \$
Prime		\$110,088.39
HBC Engineering Company	\$59,124.00	
Radise International, L.C.		\$11,434.50
Totals	\$ 59,124.00	\$ 121,522.89

Basic Services:	
Salary Related Costs:	\$39,743.10
Contract Multiplier	2.77
Subtotal Basic Services (Prime Firm):	\$110,088.39
Basic Services (HBC Engineering Company) Providing a CEI Project Administrator	\$59,124.00
Basic Services (Radise International, L.C.)	\$11,434.50
Materials VT Testing Services	\$70,558.50
Subtotal Basic Services (Subconsultants)	\$70,558.50
Basic Services Total:	\$180,646.89

Estimate of Work Effort and Cost

140 Work Days - 1120 hours (8 Hour Days)

Hours:

Positions	Project Hours	Intended % Utilization	Total Hours
CEI Senior Project Engineer	1120	5.0%	56 Hrs
CEI Project Administrator	1120	0.0%	0 Hrs
CEI Contract Support Specialist	1120	13.8%	155 Hrs
CEI Senior Roadway Inspector	1120	83.9%	940 Hrs

Rates:

Positions	Rate (Approved)	Hours	Costs
CEI Senior Project Engineer	\$60.10	56	\$3,365.60
CEI Project Administrator	\$49.27	0	\$0.00
CEI Contract Support Specialist	\$28.50	155	\$4,417.50
CEI Senior Roadway Inspector	\$34.03	940	\$31,988.20

Total Costs \$39,771.30

Multiplier 2.77

Subtotal: \$110,166.50 ✓

Total Prime Costs: \$110,166.50 ✓



January 10, 2024

Geoffrey Parker, Project Manager
BCC Engineering, LLC.
700 N. Olive Ave., Suite 1
West Palm Beach, FL 33401
(561) 655 0655
Email: gparker@bcceng.com

**SUBJECT: Proposal for Construction Engineering and Inspection (CEI) Services
PBC Annual Services with BCC Engineering – Cherry Road Military Trail to
Quail Drive Sidewalk and Pedestrian Lighting
PBC Project ID No. 2021025**

Dear Mr. Parker,

HBC Engineering Company (HBC) is pleased to submit this proposal to provide Construction Engineering and Inspection (CEI) Services for the PBC CEI Annual Services – Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting

We understand services will be performed for:

**CEI Contract - PBC Annual Services with BCC Engineering
Project: PBC Project ID No: 2021025
Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting**

We will perform the CEI Services as requested by providing a CEI Project Administrator with an estimate of 400 man-hours at $\$49.27 \times 3 = \$147.81/\text{hr.}$ for a total of \$59,124.00.
We appreciate the opportunity to submit this unit price proposal and look forward to working with you on this project. If you have any questions regarding this cost estimate, please contact us at (305) 232-7932.

Sincerely,

HBC Engineering Company

A handwritten signature in blue ink, appearing to read "Adebayo Coker".

Adebayo Coker, P.E.
President

Attachment: Schedule of Fees - Project #2021025

HBC Engineering Company- Schedule of Fees – Project #2021025

Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

Name of Project: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting PBC Project Number: 2021025		Consultant Name: HBC Engineering Company Consultant Number: Date: 2/16/2024			
	Total Staff Hours	Staff Categories CEI Project Administrator \$49.27	Staff Hours By Activity	Salary Cost By Activity	Average Rate Per Task
County Project					
1st Month after NTP	50.0	50.0	50.0	\$2,463.50	49.27
2nd Month after NTP	50.0	50.0	50.0	\$2,463.50	49.27
3rd Month after NTP	60.0	60.0	60.0	\$2,956.20	49.27
4th Month after NTP	60.0	60.0	60.0	\$2,956.20	49.27
5th Month after NTP	60.0	60.0	60.0	\$2,956.20	49.27
6th Month after NTP	60.0	60.0	60.0	\$2,956.20	49.27
7th Month after NTP	60.0	60.0	60.0	\$2,956.20	49.27
Total Staff Hours (Basic Services)	400.0	400.0	400.0	\$19,708.00	49.27
Total Staff Cost (Basic Services)		\$19,708.00			
Salary Related Costs:					\$19,708.00
					3.00
Subtotal Basic Services (TBD):					\$59,124.00 ✓

Verification Laboratory Material Testing and Sampling Services



January 19, 2024

BCC Engineering.
Mr. Trent Liguori, PE
700 N. Olive Ave, Suite 1,
West Palm Beach, FL 33401

Phone: (561) 655.0655
Email: tliguori@bcceng.com, athomas@bcceng.com

Subject: Proposal for Construction Materials Testing and Inspection Services
Cherry Road-Military Trail to Quail Drive Sidewalk and Pedestrian Lighting,
Palm Beach County, Florida

LAB CERTIFICATIONS



Certified



Approved



Validated

CTQP CERTIFIED TEAM

USACE Certified QA Managers

Dear Mr. Liguori,

INTRODUCTION

RADISE International LC (RADISE) is pleased to submit this proposal to provide Quality Control Testing and Inspection Services in connection with the Cherry Road-Military Trail to Quail Drive Sidewalk and Pedestrian Lighting project in Palm Beach County, Florida. It includes a scope of work and a cost estimate for the above-mentioned services that were developed following review of the construction documents and our experience with similar projects.

SCOPE OF SERVICES

RADISE will provide qualified CTQP Field Technicians with a 24-hour advanced notification. The scope of work that we propose to undertake for the project will involve the following service: Earthwork Inspection and Related Testing Services for Infrastructure Components.

COMPENSATION

We propose to render the quality control inspection and testing discussed in the Scope of Work section for a lump sum of \$11,435.00. A detailed breakdown of the cost estimate is presented in Attachment A.

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

Cherry Road, Palm Beach County
January 19, 2024

CLOSURE

We appreciate the opportunity to submit this proposal and look forward to working with you on this project. If you have any questions regarding the price or would like us to quote the project based on known quantities, please contact us at 561-841-0103.

Sincerely,

RADISE International, LC
Geotechnical, CMT and CEI Services



Newton M. Brooks
Construction Services Manager

Fouad Masri, P.E.
Vice President

RADISE International – Breakdown of Hours – Project #2021025

Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

Name of Project: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting		Consultant Name: RADISE			
PBC Project Number: 2021025		Consultant Number:			
		Date: 2/16/2024			
	Total Staff Hours	Staff Categories	Staff Hours By Activity	Salary Cost By Activity	Average Rate Per Task
		QC Technician \$35.00 ✓			
County Project					
1st Month after NTP					
Staff	10.5	10.5	10.5	\$367.50 ✓	35.00
Testing	4.5	4.5	4.5	\$157.50 ✓	35.00
2nd Month after NTP					
Staff	10.5	10.5	10.5	\$367.50 ✓	35.00
Testing	4.5	4.5	4.5	\$157.50 ✓	35.00
3rd Month after NTP					
Staff	10.5	10.5	10.5	\$367.50 ✓	35.00
Testing	4.5	4.5	4.5	\$157.50 ✓	35.00
4th Month after NTP					
Staff	10.5	10.5	10.5	\$367.50 ✓	35.00
Testing	4.5	4.5	4.5	\$157.50 ✓	35.00
5th Month after NTP					
Staff	10.5	10.5	10.5	\$367.50 ✓	35.00
Testing	5.0	5.0	5.0	\$175.00 ✓	35.00
6th Month after NTP					
Staff	10.5	10.5	10.5	\$367.50 ✓	35.00
Testing	5.0	5.0	5.0	\$175.00 ✓	35.00
7th Month after NTP					
Staff	11.0	11.0	11.0	\$385.00 ✓	35.00
Testing	6.9	6.9	6.9	\$241.50 ✓	35.00
Total Staff Hours (Basic Services)		108.9	108.9	\$3,811.50	35
Total Staff Cost (Basic Services)					
Salary Related Costs:					\$3,811.50 ✓
					3.00
Subtotal Basic Services (TBD):					\$11,434.50

SOLICITATION/PROJECT/BID NAME: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting

SOLICITATION/PROJECT/BID NO.: 2021025

SOLICITATION OPENING/SUBMITTAL DATE: September 1, 2020

COUNTY DEPARTMENT: Engineering and Public Works

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: BCC Engineering, LLC ADDRESS: 6401 SW 87th Avenue, Suite 200, Miami, FL 33173
 CONTACT PERSON: Eugenio Ochoa PHONE NO.: (305) 670-2350 E-MAIL: eochoa@bcceng.com

PRIME'S DOLLAR AMOUNT OR PERCENTAGE OF WORK: \$110,088.39
 *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. HBC Engineering Company	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$59,124.00					
2. Radise International, L.C.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						\$11,434.50
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"/>						
Total					\$59,124.00					\$11,434.50

(Please use additional sheets if necessary)

Total Bid/Offer Price \$ \$180,646.89

Total Certified S/M/WBE Participation \$ \$59,124.00 / 32.72%

I hereby certify that the above information is accurate to the best of my knowledge: Eugenio Ochoa Senior Vice 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.

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: 2021025

SOLICITATION/PROJECT NAME: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting

Prime Contractor: BCC Engineering, LLC Subcontractor: HBC Engineering Company

(Check box(s) that apply)

[X]SBE []WBE [X]MBE []M/WBE []Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 5/24/22-5/23/25

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

Column 1: [X]Male []Female; Column 2: [X]African-American/Black []Asian American []Hispanic American []Native American; Column 3: []Caucasian American []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.

Table with 6 columns: Line Item, Item Description, Unit Price, Quantity/Units, Contingencies/Allowances, Total Price/Percentage. Row 1: 10.1, Roadway Construction Engineering Inspection, 49.27, 400, x3.00 (Multiplier), \$59,124.00

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: \$59,124.00

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. Name of 2nd/3rd tier Subcontractor/subconsultant Price or Percentage:

BCC Engineering, LLC
Print Name of Prime
By: [Signature]
Authorized Signature
Eugenio Ochoa
Print Name
Senior Vice President
Title
Date: 3/6/2024

HBC Engineering Company
Print Name of Subcontractor/subconsultant
By: [Signature]
Authorized Signature
Adebayo Coker
Print Name
President
Title
Date: 3/6/2024

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: 2021025

SOLICITATION/PROJECT NAME: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting

Prime Contractor: BCC Engineering, LLC Subcontractor: RADISE, International, L.C.

(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):

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.

Table with 6 columns: Line Item, Item Description, Unit Price, Quantity/Units, Contingencies/Allowances, Total Price/Percentage. Row 1: 10.2, Verification Laboratory Material Testing and Sampling Services, \$11,434.50, 1, \$11,434.50.

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: \$11,434.50

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 Subcontractor/subconsultant

Price or Percentage:

BCC Engineering, LLC

Print Name of Prime

By: [Signature] Authorized Signature

Eugenio Ochoa

Print Name

Senior Vice President

Title

Date: 2/6/2024

RADISE International, L.C.

Print Name of Subcontractor/subconsultant

By: [Signature] Authorized Signature

Achyut K. Allady

Print Name

President

Title

Date: 3/15/2024

PROJECT HISTORY

Cherry Road from Military Trail to Quail Drive					
Project #201025					
Authorization	Supplement	Date Approved	Total Amount	SBE Amount	SBE %
BCC	Original CSA	Pending	\$ 180,646.89	\$ 59,124.00	32.72%
Project Totals			\$ 180,646.89	\$ 59,124.00	32.72%



**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
DX00001602	BCC Engineering, LLC		Compliant					R2021-0883	Construction Engineering Inspection (CEI) Annual Services
		Ag , XV	Continental Insurance Company	7034261707	8/14/2023	8/14/2024	Excess Liability		
		Ag , XV	Continental Insurance Company	7034261643	8/14/2023	8/14/2024	General Liability		
		A+g , XV	Endurance American Specialty Insurance Company	DPL3002354071	8/14/2023	8/14/2024	Professional Liability		
		Ag , XV	Transportation Insurance Company	7034261660	8/14/2023	8/14/2024	Workers Comp		
		Ag , XV	Valley Forge Insurance Company	7034261657	8/14/2023	8/14/2024	Workers Comp		

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

2024- _____

BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY
BUDGET Amendment

FUND Capital Outlay

BGRV 041824*461
BGEX 041824*1241

ACCOUNT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 07/22/2022	REMAINING BALANCE
REVENUES								
CHERRY ROAD FROM MILITARY TRAIL TO QUAIL DRIVE								
3900-361-1985-6943	Reimbursement Expenses-Other	328,550	328,550	213,000	0	541,550		
TOTAL RECEIPTS & BALANCES		46,492,378	63,327,192	213,000	0	63,540,192		
EXPENDITURES								
CHERRY ROAD FROM MILITARY TRAIL TO QUAIL DRIVE								
3900-361-1985-8101	Contributions Other Governmental Agencies	228,109	1,217,883	213,000	0	1,430,883	198,541	1,232,342
TOTAL APPROPRIATIONS & EXPENDITURES		46,492,378	63,327,192	213,000	0	63,540,192		

	SIGNATURE	DATE	By Board of County Commissioners At Meeting of _____
Engineering & Public Works	_____	_____	
Administration / Budget Approval	_____	_____	
OFMB Department – Posted	_____	_____	Deputy Clerk to the Board of County Commissioners

ATTACHMENT 3