

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

<b>Meeting Date:</b>	June 29, 2010	<b>Consent</b> <input checked="" type="checkbox"/>	<b>Regular</b> <input type="checkbox"/>
		<b>Public Hearing</b> <input type="checkbox"/>	
<b>Submitted By:</b>	Water Utilities Department		
<b>Submitted For:</b>	Water Utilities Department		

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**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to approve: Supplement No. 2 to Consultant Services Authorization No. 2 to the contract with Carollo Engineers (R-2008-0526) for construction services related to the Water Treatment Plant (WTP) No. 2 Miex Treatment System in the amount of \$249,734.

**Summary:** On April 1, 2008, the Board of County Commissioners (Board) approved a Contract for Professional Consulting Engineering Services with Carollo Engineers (R-2008-0526) for Water Plant & Water Resources Engineering Services. On April 21, 2009, the Board approved a Consultant Services Authorization No. 2 (R-2006-0868) for the design of the Water Treatment Plant No. 2 Miex Treatment System. This Consultant Service Authorization provides limited construction management services and startup assistance during construction of the Water Treatment Plant (WTP) No. 2 Miex treatment system. The balance of construction management services will be provided by Water Utilities Department staff. The contract with Carollo Engineers includes the small business (SBE) participation goal of 40%, which exceeds the 15% goal established by the Palm Beach County Ordinance (No. 2002-064). This Consultant Services Authorization includes 29.28% overall SBE participation. The consultant's cumulative SBE participation, including this authorization, is 33.33% overall. (WUD Project No. 09-046) District 2 (JM)

**Background and Justification:** The Ozone treatment system at WTP No. 2 is reaching the end of its useful life and spare parts are no longer available. The anionic exchange system will produce higher quality water compared to ozone treatment and will reduce both chemical usage and energy consumption. This Consultant Service Authorization No. 2 provides limited construction management services and startup assistance during construction of the Water Treatment Plant (WTP) No. 2 Miex treatment system.

**Attachments:**

1. Location Map
2. Two (2) Original Supplement No. 2 to Consultant Services Authorization No. 2

Recommended By:  6/15/10  
Department Director Date

Approved By:  6/22/10  
Assistant County Administrator Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2010	2011	2012	2013	2014
Capital Expenditures	<u>\$249,734.00</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>
<b>NET FISCAL IMPACT</b>	<b><u>\$249,734.00</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>
# 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 W002 Object 6541

Is Item Included in Current Budget? Yes X No     

Reporting Category N/A

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

One time capital expenditure to be funded from user fees and balance brought forward.

C. Department Fiscal Review: Debra M West

**III. REVIEW COMMENTS**

A. OFMB Fiscal and/or Contract Development and Control Comments:  
*Source cost \$227,748 plus other charges and expenses \$21,986  
 total cost \$249,734*

*[Signature]* 6/17/10  
 OFMB *ap*  
 6/17/10 *2* 6/17/10

*[Signature]* 6/18/10  
 Contract Development and Control  
*E. Jones 6/18/10*

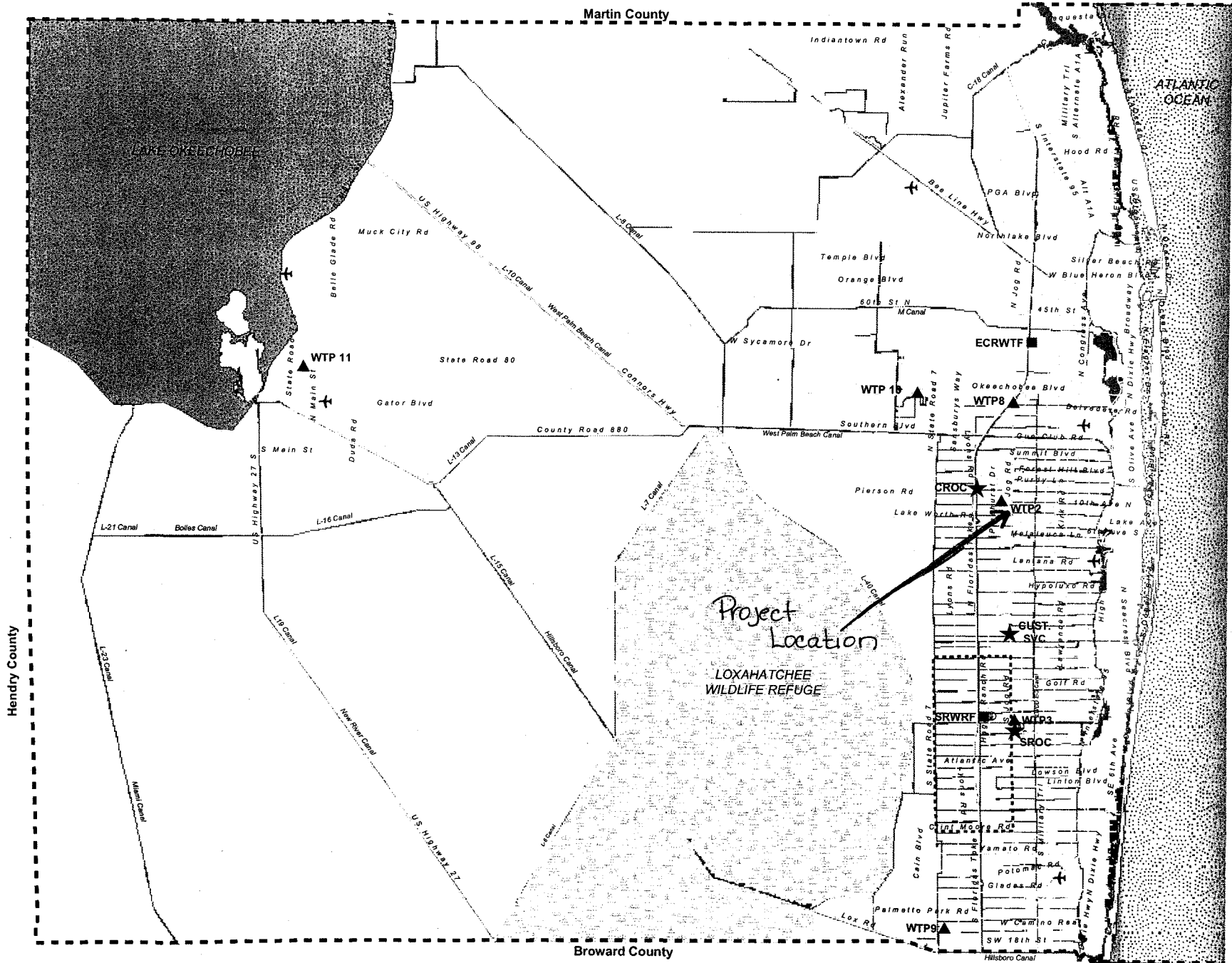
**This item complies with current County policies.**

B. Legal Sufficiency:  
*[Signature]* 6/21/10  
 Assistant County Attorney

C. Other Department Review:  
 \_\_\_\_\_  
 Department Director

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

**PALM BEACH COUNTY, FLORIDA**  
**WATER UTILITIES DEPARTMENT**  
**SERVICE AREA (SA) AND MAJOR FACILITIES**



Attachment 1

- Legend**
- P.B.C.W.U.D. SA
  - Mandatory Reclaimed SA
  - - - - - County Limits
  - ★ Administration
  - Water Reclamation Plant
  - ▲ Water Treatment Plant
  - ⊙ Wetlands



NOT TO SCALE

**CONSULTANT SERVICES AUTHORIZATION  
SUPPLEMENT # 2 to AUTHORIZATION #2**

Project No. WUD 090046  
Budget Line Item No. 4011-721-W002-6541

Project Title: Water Treatment Plant #2 MIEX Treatment System

District No.: 2

**THIS SUPPLEMENT NO. 2 TO AUTHORIZATION No. 2**, to the Contract for Consulting/Professional Services dated 4/1/2008 with an effective (Resolution/Document R2008-0526) by and between Palm Beach County and the Consultant identified herein, is for the Consultant Services described in Item 3 of this Authorization. The Contract provides for 40% SBE participation overall. This Consultant Services Authorization includes 29.28% overall participation. The cumulative SBE participation, including this authorization is 33.33% overall. Additional authorizations will be utilized to meet or exceed the stated overall participation goal.

1. CONSULTANT: Carollo Engineers
2. ADDRESS: 8401 Lake Worth Road, Lake Worth, Florida 33467
3. Description of Services to be provided by the Consultant:  
Provide construction support services for the water treatment system addition which will treat the color and organic content of the potable water produced at Water Plant No. 2. This new treatment system will replace the existing ozone system.  
**See Exhibit "A"**
4. Services completed by the Consultant to date:  
**See Exhibit "B" and "C"**
5. Consultant shall begin work promptly on the requested services.
6. 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 \$ 21,986
  - B. Fixed price of \$ 227,748

compensated for all services performed through the date of termination, together with reimbursable expenses (if applicable) then due.

PROJECT NO. WUD 09-046 AUTHORIZATION NO. 2.2

Budget Line Item No. 4011-721-W002-6541

- 8. EXCEPT AS HEREBY AMENDED, CHANGED OR MODIFIED, all other terms, conditions and obligations of the Contract dated 4/1/2008 with an effective date of 6/2/2008 remain in full force and effect.

IN WITNESS WHEREOF, this Authorization is accepted, subject to the terms, conditions and obligations of the aforementioned Contract.

CONSULTANT:

PALM BEACH COUNTY

FIRM: Carollo Engineers

Signed: [Signature]

Typed Name: Robert Eimstad, P.E.

Title: Partner

Signed: [Signature]

Typed Name: Lyle Munce, P.E.

Title: Partner

Date: 6/4/10

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

Typed Name: Burt Aaronson, Chair

Title: Palm Beach County Board of County Commissioners

Date: \_\_\_\_\_

ATTEST: [Signature]  
(Signed)

Carollo Engineers, P.C. is a Delaware Professional Corporation qualified to do business in the State of Florida. By corporate resolution, all shareholders, including Larry Elliott and Lyle Munce, are authorized to execute contracts relating to the firm's usual and customary engineering business on behalf of Carollo Engineers, P.C.

## EXHIBIT A

### CONSULTANT SERVICE AUTHORIZATION NO. 2.2

#### PALM BEACH COUNTY WATER UTILITIES DEPARTMENT ENGINEERING/PROFESSIONAL SERVICES

#### SCOPE OF WORK FOR

### INTRODUCTION

Palm Beach County (COUNTY) entered into an agreement entitled Contract for Engineering/ Professional Services - Palm Beach County Utilities Department Project No. WUD 08-001 (CONTRACT) with Carollo Engineers (CONSULTANT) to provide engineering services for various general activities on (Reference Document R2008-0526). This Consultant Service Authorization will be performed under that CONTRACT.

### BACKGROUND

The water utilities has requested that Carollo Engineers provide construction support services for the water treatment system addition which will treat the color and organic content of the potable water produced at System 2. This new treatment system will replace the existing ozone system.

### SCOPE OF SERVICES

CONSULTANT shall perform the engineering Scope of Services as described herein.

#### CONSTRUCTION SUPPORT SERVICES

Carollo Engineers (hereinafter referenced as ENGINEER) shall perform the following construction engineering support services associated with the construction of the MIEX treatment system addition at PBCWUD System 2.

The following construction engineering support services have been based upon the direction provided by PBCWUD staff. The construction administration and inspection services will be primarily provided by PBCWUD staff. ENGINEER shall assist the PBCWUD construction administrative and inspection staff in the execution of this construction project.

#### Task 1 Construction Administration

Work efforts for this task include the following:

1. Construction Meetings. The ENGINEER shall attend and participate in regular construction progress meetings. Discussion topics, action items, and decisions made at these meeting will be recorded in the meeting minutes produced by PBCWUD staff. For the purposes of this scope of work it is anticipated that the

there will be two meetings per month over the entire projected construction period of 14 months (12 months for MIEX system construction and 2 months for ozone system demolition).

2. Request for Information (RFIs) Processing. ENGINEER shall prepare written responses to questions from the Contractor regarding interpretation of the contract documents. The RFIs to be processed by the ENGINEER will be provided to the ENGINEER by PBCWUD construction staff. ENGINEER shall communicate with the CONTRACTOR through PBCWUD construction staff only. Responses will be provided to PBCWUD within 10 working days of receipt of RFI. A maximum of 50 RFIs are assumed for this task.
3. Submittal Reviews. ENGINEER shall review shop drawings, material samples, laboratory tests, mill tests results, and related information and provide responses within twenty-one (21) calendar days to PBCWUD staff regarding the suitability of the proposed equipment and materials to be incorporated into the project. O & M manual reviews will be accomplished by PBCWUD staff. Items reviewed, actions taken (including allowed substitutions), and recommendations made will be maintained in a log. It is assumed that up to 50 submittals will be reviewed as part of this task. Additional reviews of a particular submittal after the second time it has been reviewed are not included in this assumed number of submittals. ENGINEER shall be compensated for any additional reviews by OWNER, and OWNER will deduct such costs from CONTRACTOR'S progress payments in accordance with the project specifications.
4. Change Order Review/Processing. ENGINEER shall review change requests provided to ENGINEER by PBCWUD staff and make recommendations to the PBCWUD regarding the acceptance or rejection of the proposed change. For the purposes of this scope of work it is anticipated that there will be four change orders (including Field Orders) requiring ENGINEER'S support.

## **Task 2 Specialty Inspections**

Primary inspection services shall be provided by PBCWUD staff. The ENGINEER shall, at critical points of the construction, provide specialty inspection services in the construction areas of mechanical, process, electrical, and instrumentation. No specialty inspections will be provided in the areas of civil or structural construction. Specialty inspections shall be accomplished by engineers experienced in the identified discipline fields. Electrical and I & C inspections, loop checks, and PLC programming verification services shall be performed by the design engineer.

## **Task 3 Start-up Services**

Start-up services are not included in this work authorization. It is anticipated that start-up services will be addressed and incorporated by amendment when the construction has progressed to a point where the level of services can be accurately determined.

## **Task 4 Project Close-out Services**

Project close-out services will be provided after substantial completion has been achieved. These services include the following:

- Assist with the production of a construction deficiency list ("punch list").
- Prepare record drawings from contractor information that has been field verified by PBCWUD staff. Record drawings will be provided in electronic PDF and native format on CD, no hardcopies will be produced. Five copies of the CD will be provided.
- Prepare and submit Engineer of Record documentation to PBCWUD and regulatory agencies.

#### **Services Not Included In Scope of Services**

- Patent related dispute services.
- Litigation services.
- Permitting application fees.
- Additional services not otherwise provided for in this Scope of Services.

#### **Compensation**

Not Exceed to - \$21,986

Lump Sum - \$227,748

#### **M/WBE Participation**

As prescribed under Section 7.5 of the CONTRACT, SBE participation is included in Attachment B under this Authorization. The attached Schedule 1 defines the SBE participation.

ATTACHMENT – A	Budget Summary
ATTACHMENT – B	Project Schedule
ATTACHMENT – C	SBE Schedules 1 & 2
ATTACHMENT – D	Location Map



ATTACHMENT A

Labor Classification and Hourly Rate

Task Number	Task Description	Labor Classification	Partner in Charge	Senior Project Manager	Project Engineer	Technician	Senior Clerical	Total Labor Hours
<b>1</b>	<b>Construction Administration (14 months total)</b>							
	Monthly Meetings (2 per month @ 4 hrs/each)			112	112		28	252
	Request for Information (RFIs) (50 @ 2/hrs each)			25	75		50	150
	Shop Drawings/Submittals (50 @ 4hrs/each)			50	150		50	250
	Change Orders (4 @ 25 hrs each)			25	75		25	125
<b>2</b>	<b>Speciality Inspections</b>							
	Structural (To be performed by PBCWUD)							0
	Mechanical (8 @ 4 hrs/each)			4	28		8	40
	Process (8 @ 4 hrs/each)			8	24		8	40
<b>3</b>	<b>Start-Up (Not included in this agreement)</b>							0
<b>4</b>	<b>Close Out</b>			8	40	40	8	96
	Labor Subtotal hours		0	232	504	40	177	
	Labor Raw costs	\$80.00		\$75.00	\$56.00	\$30.00	\$26.00	
	Labor Multiplier	3		3	3	3	3	
	Labor Subtotal	\$0		\$52,200	\$84,672	\$3,600	\$13,806	\$154,278
	<b>Labor Total</b>							
	SBA Subconsultant Labor Total (1) <u>Lump Sum</u>							\$53,155
	SBA Subconsultant Multiplier							1.1
	<b>SBA Subcontract Total</b>							\$58,471
	SBA Subconsultant Labor Total (2) <u>Time &amp; Materials</u>							\$19,987
	SBA Subconsultant Multiplier							1.1
	<b>SBA Subcontract Total</b>							\$21,986
	Other Direct Costs							\$14,999
	<b>Project Total</b>							\$249,734

- 1) Hillers, Testing Labs of Palm Beaches, Heller/Weaver
- 2) Testing Lab of the Palm Beaches

**ATTACHMENT - B**  
**PROJECT SCHEDULE**

The completion dates for this work will be as follows.

<u>Construction Support Services</u>	<u>Completion Date</u>
	From Receipt of Notice to Proceed.
Task 1 Construction Administration	14 months
Task 2 Specialty Inspections	14 months
Task 3 Start-up Services	Not Included
Task 4 Project Close-out Services	14 months

**ATTACHMENT C**

SCHEDULE #1

LIST OF PROPOSED SBE-M/WBE PRIME/SUBCONTRACTORS

PROJECT NAME: Water Treatment Plant NO. 2 Ozone Replacement-Construction Servi PROJECT NUMBER: WUD 09-046

NAME OF PRIME BIDDER: Carollo Engineers ADDRESS: 8401 Lake Worth Rd, Suite 224, Lake Worth, FL 333467

CONTACT PERSON: Lyle Munce, P.E. PHONE NO. 561/209-6004 FAX NO. 561/340-1487

BID OPENING DATE: NA DEPARTMENT Water Utilities

**PLEASE IDENTIFY ALL APPLICABLE CATEGORIES**

Name, Address and Telephone Number of Minority Contractor	(Check one or both Categories)					Dollar Amount	
	Minority Business	Small Business	Black	Hispanic	Women	Caucasian	Other (Please Specify)
Heller-Weaver and Sheremeta, Inc. Delray Beach, FL 33483 561/243-8700	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$10,835	\$	\$	\$	\$
Hillers Electric, 23257 St. Road 7 Suite 100 Boca Raton, FL 33428 561/451-9165	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$	\$42,320	\$	\$	\$
Testing Lab of Palm Beach, 421 South H S Lake Worth, FL 33460 561/585-7515	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$	\$	\$	\$19,987.00	\$
	<input type="checkbox"/>	<input type="checkbox"/>	\$	\$	\$	\$	\$
	<input type="checkbox"/>	<input type="checkbox"/>	\$	\$	\$	\$	\$
<b>PRIME CONTRACTOR TO COMPLETE:</b>	<b>TOTAL</b>		\$ 10,835.00	\$ 42,320.00	\$ -	\$ 19,987.00	\$ -
<b>BID PRICE:</b> \$ 73,142.00	<b>Total Value of SBE Participation:</b>		\$ 73,142.00				

- NOTE:
- The amount listed on this form for a Subcontractor must be supported by price or percentage included on Schedule 2 or a proposal from each Subcontractor listed in order to be counted toward goal attainment.
  - Firms may be certified by Palm Beach County as an SBE and/or an M/WBE. If firms are certified as both an SBE and M/WBE, please indicate the dollar amount under the appropriate category.
  - M/WBE information is being collected for tracking purposes only.

SCHEDULE 2

LETTER OF INTENT TO PERFORM AS AN SBE OR M/WBE SUBCONTRACTOR

PROJECT NO. WUD 09-046 PROJECT NAME: Water Treatment Plant No. 2 MIEX Treatment System

TO: Carollo Engineer  
(Name of Prime Bidder)

The undersigned is certified by Palm Beach County as a(n) – (check one or more, as applicable):

Small Business Enterprise  Minority Business Enterprise

Black  Hispanic  Women  Caucasian  Other (Please Specify) \_\_\_\_\_

Date of Palm Beach County Certification: June 1, 2009

The undersigned is prepared to perform the following described work in connection with the above project  
(Specify in detail, particular work items or parts thereof to be performed):

Line Item/Lot No.	Item Description	Qty / Units	Unit Price	Total Price
<u>NA</u>	<u>Construction Survey Support</u>	_____	_____	<u>\$10,835</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Perform construction survey support services.

at the following price  
\$ 10,835

(Subcontractor's quote)

And will enter into a formal agreement for work with you conditioned upon your execution of a contract with Palm Beach County.

If undersigned intends to sub-subcontract any portion of this subcontract to a non-certified SBE subcontractor, the amount of any such subcontract must be stated: \$ 0.

The undersigned subcontractor understands that the provision of this form to prime bidder does not prevent subcontractor from providing quotations to other bidders

Heller - Weaver and Sheremeta, Inc.  
(Print Name of SBE-M/WBE Subcontractor)

By: Warren Rolle  
(Signature)

Warren J. Rolle  
(Print name/title of person executing on behalf of SBE-M/WBE Subcontractor)

Date: 4/29/10

SCHEDULE 2

LETTER OF INTENT TO PERFORM AS AN SBE OR MWBE SUBCONTRACTOR

PROJECT NO. WUD 09-046 PROJECT NAME: Water Treatment Plant No. 2 MIEX Treatment System

TO: Carollo Engineer  
(Name of Prime Bidder)

The undersigned is certified by Palm Beach County as a(n) -- (check one or more, as applicable):

Small Business Enterprise  Minority Business Enterprise

Black  Hispanic  Women  Caucasian  Other (Please Specify) \_\_\_\_\_

Date of Palm Beach County Certification: May 16, 2007

The undersigned is prepared to perform the following described work in connection with the above project  
(Specify in detail, particular work items or parts thereof to be performed):

Line Item/Lot No.	Item Description	Qty / Units	Unit Price	Total Price
<u>NA</u>	<u>Geotechnical Support-Const.</u>	_____	_____	<u>\$19,987</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Perform geotechnical construction support services.

at the following price  
\$ 19,987

(Subcontractor's quote)

And will enter into a formal agreement for work with you conditioned upon your execution of a contract with Palm Beach County.

If undersigned intends to sub-subcontract any portion of this subcontract to a non-certified SBE subcontractor, the amount of any such subcontract must be stated: \$ 0.

The undersigned subcontractor understands that the provision of this form to prime bidder does not prevent subcontractor from providing quotations to other bidders

Testing Lab of the Palm Beaches  
(Print Name of SBE-MWBE Subcontractor)

By: Laurie Rogers V.P.  
(Signature)

Laurie Rogers  
(Print name/title of person executing on behalf of SBE-MWBE Subcontractor)

Date: 4/29/10

SCHEDULE 2

LETTER OF INTENT TO PERFORM AS AN SBE OR MWBE SUBCONTRACTOR

PROJECT NO. WUD 09-046 PROJECT NAME: Water Treatment Plant No. 2 MIEX Treatment System

TO: Carollo Engineer  
(Name of Prime Bidder)

The undersigned is certified by Palm Beach County as a(n) – (check one or more, as applicable):

Small Business Enterprise  Minority Business Enterprise

Black  Hispanic  Women  Caucasian  Other (Please Specify) \_\_\_\_\_

Date of Palm Beach County Certification: September 28, 2009

The undersigned is prepared to perform the following described work in connection with the above project  
**(Specify in detail, particular work items or parts thereof to be performed):**

Line Item/Lot No.	Item Description	Qty / Units	Unit Price	Total Price
<u>NA</u>	<u>Electrical/I&amp;C Const. Services</u>	_____	_____	<u>\$42,320</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Perform electrical and instrumentation and controls (I&C) construction support services.

at the following price

\$ 42,320  
(Subcontractor's quote)

And will enter into a formal agreement for work with you conditioned upon your execution of a contract with Palm Beach County.

If undersigned intends to sub-subcontract any portion of this subcontract to a non-certified SBE subcontractor, the amount of any such subcontract must be stated: \$ 0.

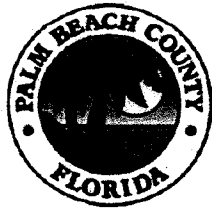
The undersigned subcontractor understands that the provision of this form to prime bidder does not prevent subcontractor from providing quotations to other bidders

Hillers Electrical Engineering, Inc.  
(Print Name of SBE-M/WBE Subcontractor)

By: [Signature]  
(Signature)

Paul Hillers  
(Print name/title of person executing on behalf of SBE-M/WBE Subcontractor)

Date: 4/23/10

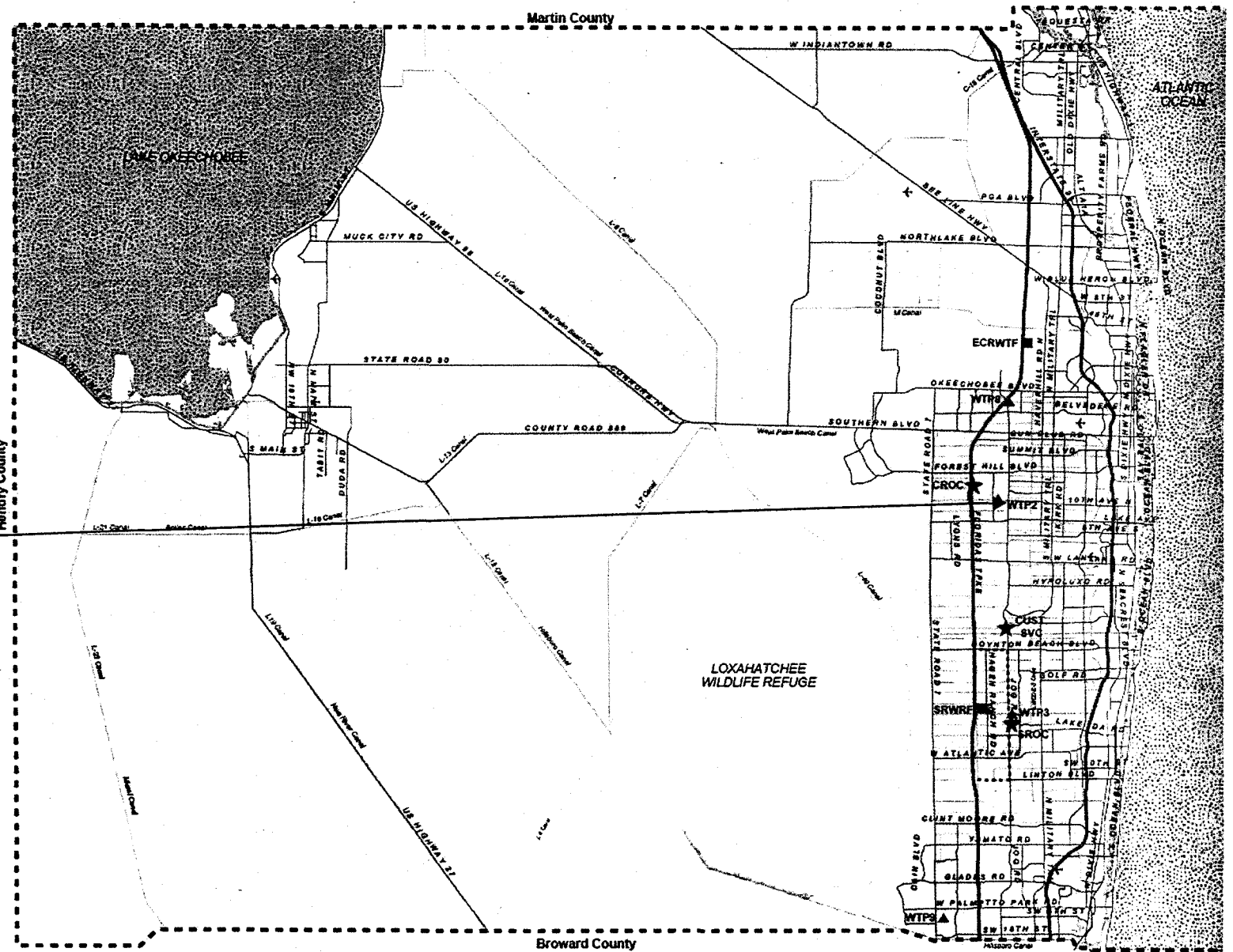


**Palm Beach County  
Water Utilities  
Department  
Service Area (SA) and  
Major Facilities**

Project  
Location

**Legend**

- P.B.C.W.U.D. SA
- MANDATORY RECLAIMED SA
- - - - COUNTY LIMITS
- ★ Administration
- Water Reclamation Plant
- ▲ Water Treatment Plant
- Wetlands







**EXHIBIT - C**  
**AUTHORIZATION STATUS REPORT**  
**GENERAL UTILITY, ARCHITECTURAL AND VALUE ENGINEERING**  
**SERVICES**  
SUMMARY OF  
SMALL BUSINESS TRACKING SYSTEM

	Total	SBE
<b>Current Proposal</b>		
Value of Authorization No. 2.2	\$249,734	\$0
Value of M/WBE Letters of Intent	\$73,142	\$73,142
Actual Percentage	29.28%	29.28%
<b>Signed / Approved Authorizations</b>		
	2	
Total Value of Authorizations	\$576,706	
Total Value of M/WBE Signed Subcontracts	\$202,374	\$202,374
Actual Percentage	35.09%	35.09%
<b>Approved Authorizations Plus Current Proposal</b>		
Total Value of Authorizations	\$826,440	
Total Value of Subcontracts & Letters of Intent	\$275,516	\$275,516
Actual Percentage	33.33%	33.33%
<b>GOAL</b>	40 %	