

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2011	2012	2013	2014	2015
Capital Expenditures	0	0	0	0	0
Operating Costs	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income (County)	0	0	0	0	0
In-Kind Match (County)	0	0	0	0	0
NET FISCAL IMPACT	*				
# ADDITIONAL FTE					
POSITIONS (Cumulative)					


Is Item Included in Current Budget? Yes _____ No _____
 Budget Account No: Fund _____ Dept _____ Unit _____ Object _____
 Reporting Category _____

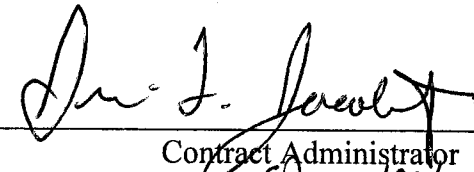
B. Recommended Sources of Funds/Summary of Fiscal Impact:

* **Fiscal impact cannot be determined at this time. Individual Task Assignments requiring BCC approval will be brought to the Board and fiscal impact will be addressed at that time; otherwise, funding will come from previously approved BCC projects.**

III. REVIEW COMMENTS:

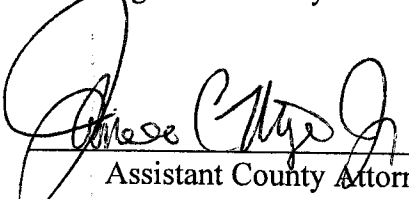
A. OFMB Fiscal and/or Contract Development and Control Comments:


 OFMB
 1/18/2011
 1/14/11
 1/11/11


 Contract Administrator
 E. Jones 1/20/11

B. Legal Sufficiency:

This Contract complies with our contract review requirements.


 Assistant County Attorney
 1/21/11

C. Other Department Review:

 Department Director

**CONTRACT FOR ARCHITECTURAL/PROFESSIONAL SERVICES
Various Projects**

This Contract is made as of _____, by and between **PALM BEACH COUNTY**, a Political Subdivision of the State of Florida, by and through its Board of Commissioners, hereinafter referred to as the COUNTY, and **LEO A DALY Company**, a corporation authorized to do business in the State of Florida, hereinafter referred to as the ARCHITECT or Consultant, whose Federal I.D. number is 47-0363104.

In consideration of the mutual promises contained herein, the COUNTY and the ARCHITECT agree as follows:

DEFINITIONS:

"Approval"/"Acceptance"/"Authorization": when referring to COUNTY'S approval, acceptance or authorization shall not constitute acceptance or approval of the buildability or suitability of any documents nor the approval or acceptance of the condition, status or progress of the work, but only establishes that the COUNTY has verified such documents exist and that progress payments may be made. No liability shall flow to, be assumed by, or incurred by the COUNTY for its acceptance, approval or authorization of any documents or work hereunder.

"Construction"/"Contract Documents": shall include, but not be limited to the Advertisement for Bids, Instructions to Bidders, Small Business Enterprises, Bid Proposal, Bid Bond, Warranties, Notice of Intent to Award, Notice to Proceed, Certification of Substantial Completion, General Conditions, Supplemental General Conditions, Technical Specifications, Design Documents whether preliminary or final, Architectural Drawings, Contract Drawings, Plans, Shop Drawings, Addenda and Change Orders executed pursuant to the Construction Documents.

"Observe", "Observation(s)", "Visit(s)": site visits by the ARCHITECT to determine if construction is being performed in compliance with the Construction Documents and to determine if the contractor is progressing according to the project schedule.

SECTION I - BASIC SERVICES OF ARCHITECT

1.1 General

1.1.1 ARCHITECT shall provide for COUNTY Professional Architectural services in all phases of the Project to which this Agreement applies as hereinafter provided. These services will include serving as COUNTY'S professional Architectural representative for

the project(s), providing professional Architectural consultation and advice and furnishing customary civil, structural, mechanical and electrical engineering services, surveying, environmental and customary architectural and landscape architectural services incidental thereto.

1.1.2 The services of this Contract may include a series of many separate individual task or projects as more particularly described in Exhibit A. Task assignments will be subject to scope definition and determination of level of effort on a task-by-task basis. During the term of this Contract, the COUNTY may require services that are expected to be more extensive in scope or a different nature than contemplative under this Contract. In such an event, the COUNTY may, at its sole discretion, obtain said services in accordance with the State of Florida Consultants Competitive Negotiation Act. If so, it is mutually understood that the relationship between ARCHITECT and COUNTY under this Contract shall be considered as neither barring ARCHITECT from, nor granting special consideration to ARCHITECT in participating in the selection process for a consultant to provide such additional services.

1.1.3 Assignment of tasks to the ARCHITECT will be at the sole discretion of the COUNTY. The COUNTY may choose to select another firm or use in-house staff to perform any of the tasks described, in whole or in part. Task scope and fee negotiation will be performed on a task-by-task basis. No minimum amount of professional services or compensation is guaranteed to the ARCHITECT. This is not an exclusive contract. The COUNTY may enter into similar contracts with other Architects or Engineers to provide the same or similar services during the term of this contract.

1.1.4 Each task performed under this Contract will be assigned to ARCHITECT for accomplishment by a separate written service authorization. For each task COUNTY will require ARCHITECT to provide proposed written scope of services including schedule and cost, for COUNTY review. Upon mutual agreement of the scope of services, schedule and cost (lump sum fee or not to exceed arrived as in accordance with Section 5 of this contract), COUNTY will issue a notice to proceed for each assigned task.

1.1.5 The types of individual projects or tasks to be assigned to ARCHITECT under this Contract may include, but not necessarily limited to those listed in EXHIBIT A.

1.1.6 In the performance of this Contract, the ARCHITECT shall become familiar with and perform such services in accordance with the Policy and Procedures Manual for Design Professionals, latest edition, prepared by COUNTY. If ARCHITECT fails to comply with the Manual, it shall redesign at no additional cost to the COUNTY.

1.2 Schematic Design Phase

After written authorization to proceed:

1.2.1 The ARCHITECT shall review the program (if one provided by the COUNTY), to ascertain the requirements of the Project and shall arrive at a mutual understanding of such requirements with the COUNTY.

1.2.2 The ARCHITECT shall provide a preliminary evaluation of the COUNTY'S program, schedule and construction budget requirements, each in terms of the other, subject to the limitations set forth in Section 6.

1.2.3 The ARCHITECT shall review with the COUNTY alternative approaches to design and construction of the Project.

1.2.4 Based on the mutually agreed upon program, schedule and construction budget requirements, the ARCHITECT shall prepare for approval by the COUNTY, Schematic Design Documents consisting of drawings and other documents illustrating the scale and relationship of Project components.

1.2.5 If required by the agreed to Scope of Work, the ARCHITECT shall submit to the COUNTY a preliminary opinion of probable construction cost based on current area, volume or other unit costs. See Sections 1.5.4 and 6 for further requirements.

1.2.6 Furnish ten (10) copies of the Schematic Design Documents and review them in person with the COUNTY.

1.2.7 Prior to completion of the schematic design phase, the ARCHITECT shall provide the COUNTY with a list of all permits and approvals which are required and the date by which the ARCHITECT must submit applications for each in order to meet project schedule requirements. The ARCHITECT shall 1) have the COUNTY present at all meetings with representatives of regulatory agencies; 2) have the COUNTY'S signature on all applications, and 3) not represent itself as an "agent" of the COUNTY. The COUNTY will pay directly all associated fees within fifteen (15) days of notification of same by the ARCHITECT.

1.3 Design Development Phase

After written authorization to proceed:

1.3.1 Based on the approved Schematic Design Documents and any adjustments authorized by the COUNTY in the program, schedule or construction budget, the ARCHITECT shall prepare for approval by the COUNTY Design Development Documents consisting of drawings and other documents to fix and describe the size and character of the Project as to architectural, civil, structural, mechanical and electrical systems, materials and such other elements as may be appropriate.

1.3.2 If required by the agreed to Scope of Work, the ARCHITECT shall advise the COUNTY of any adjustments to the preliminary opinion of probable construction cost.

1.3.3 Furnish ten (10) copies of the Design Development documents and present and review them in person with the COUNTY at 100% completion status.

1.4 Construction Document Phase

After written authorization to proceed:

1.4.1 Based on the approved Design Development documents and any further adjustments in the scope of the Project or in the construction budget authorized by the COUNTY, the ARCHITECT shall prepare, for approval by the COUNTY, Construction Documents consisting of drawings and specifications setting forth in detail the requirements for the construction of the Project. Drawings shall be prepared using AutoCAD. Specifications shall be organized and prepared in accordance with Construction Specifications (CSI) Institute's Manual of Practice.

1.4.2 The ARCHITECT shall review COUNTY furnished front-end documents and General Conditions and advise COUNTY of any conflicts or inconsistencies with ARCHITECT'S specifications.

1.4.3 If required by the agreed to Scope of Work, the ARCHITECT shall advise COUNTY of any adjustments to the latest opinion of probable construction costs caused by changes in general scope, extent or character or design requirements of the project construction costs. Furnish to COUNTY a revised opinion of probable construction costs based on the Drawings and Specifications, at the 95% CD submittal. The estimate shall be in CSI format. Refer to Section 6 for further information.

1.4.4 The ARCHITECT shall provide the COUNTY with a status report on all approvals and permits required to construct the project which includes confirmation that all comments from the regulatory agencies have been incorporated into the bid documents prepared by the ARCHITECT.

1.4.5 Furnish ten (10) copies of the above documents and of the Drawings and Specifications and review them in person with COUNTY at 50%, 95% and 100% completion status. Respond in writing, to any comments given by COUNTY in writing to ARCHITECT. On the basis of the accepted Construction Documents, prepare three sets of signed and sealed Construction Documents for building permit purposes. Provide corrections and/or changes required by the permitting agency at no additional cost to COUNTY.

1.4.6 Provide reproducibles and a CD of the approved construction plans (CAD files) and a master set of technical specifications (both hard copy and in electronic format) for the COUNTY'S use to issue bidding documents. ARCHITECT shall deliver interim

copies in electronic format if requested by the COUNTY.

1.4.7 ARCHITECT shall not specify any materials which contain asbestos. ARCHITECT shall provide certification that no asbestos containing materials were specified or approved for installation to the extent that ARCHITECT should have reasonably known.

1.4.8 ARCHITECT shall not delegate any design services to the construction contractor unless specific approval is given by COUNTY in advance, in writing. When design/build services are approved by COUNTY, ARCHITECT shall clearly state in the Construction Documents what performance and design criteria must be satisfied by contractor.

1.4.9 Construction Documents shall be prepared that enhance competitive bids. Unless authorized in writing by COUNTY, specifications for equipment shall be written in the descriptive style and be non-restrictive in product manufacturer selection. A minimum of two manufacturers or vendors shall be included for each product specified and the Contractor shall be allowed to propose substitutions.

1.5 Bidding or Negotiating Phase

After written authorization to proceed with the Bidding or Negotiating Phase, ARCHITECT shall:

1.5.1 Attend the pre-bid meeting(s), issue addenda, written clarifications, or additional instructions, as appropriate to interpret, clarify or expand the Bidding Documents.

1.5.2 Consult with COUNTY and advise on the acceptability of substitute materials and equipment proposed by Contractor(s) when substitution prior to the award of contracts is allowed by the Bidding Documents.

1.5.3 Within 20 days after bid opening, provide to COUNTY specification sections and drawings updated to reflect changes made by Addendum ("As-Bid Set").

1.5.4 The Owner may select a Construction Manager for this project (the "Construction Manager"), and the Architect shall coordinate its Services (Basic and Additional) hereunder with the Construction Manager. The Owner may direct the Architect to recognize the Construction Manager as its representative for the performance of various duties hereunder which are otherwise defined as the responsibility of the Owner hereunder. Architect hereby acknowledges such appointment. Nothing in the CM Agreement will confer direct responsibility on the Construction Manager for the Architect's services, nor shall anything contained therein diminish Architect's responsibility for its services as set forth hereunder.

1.5.4.1 At the completion of each phase of design, Owner will furnish Architect with either a cost estimate or a Guaranteed Maximum Price proposal prepared by Construction Manager based upon the design prepared by the Architect. If the cost estimate is over the stated budget for the project or if owner does not accept the Construction Managers Guaranteed Maximum Price proposal, the Architect shall participate with the Owner and Construction Manager in constructability reviews and shall revise the documents as necessary in order to construct the project within the budget. The Architect shall participate with the Owner in reviewing the final Guaranteed Maximum Price proposal documents, together with its supporting assumptions, clarifications, and contingencies.

1.5.4.2 After the Guaranteed Maximum Price has been accepted, the Architect shall incorporate into the Documents any revisions which are necessary due to inaccurate assumptions and clarifications made in the development of the Guaranteed Maximum Price.

1.6 Construction Administration Phase

After written authorization to proceed:

1.6.1 General Administration of Construction Contract. ARCHITECT shall consult with and advise COUNTY and act as COUNTY'S representative within the limits of the construction documents.

1.6.2 Visits to Site and Observation of Construction.

1.6.2.1 Attend pre-construction conference, conduct progress meetings, and record meeting minutes.

1.6.2.2 ARCHITECT and its subconsultants as necessary, shall make periodic and regular, but no less than **once per week** visit to the site, at intervals appropriate to the various stages of construction as ARCHITECT deems necessary in order to observe, as an experienced and qualified design professional, the progress and quality of the various aspects of Contractor(s) work. Based on information obtained during such visits and on such observations, ARCHITECT shall verify and determine if such work is proceeding in accordance with the Contract Documents and Contractor's Schedule and ARCHITECT shall keep COUNTY informed of the progress of the work. Written reports of ARCHITECT'S visits shall be provided to COUNTY.

1.6.2.3 The purpose of ARCHITECT'S representation at the site will be to enable the ARCHITECT to better carry out the duties and responsibilities assigned to and undertaken by ARCHITECT during the Construction Administration Phase. In addition, as an experienced and qualified design professional, ARCHITECT will provide for COUNTY greater assurance that the completed work of Contractor(s) will conform to

the Contract Documents and that the design as reflected in the Contract Documents has been implemented and preserved by Contractor(s).

1.6.3 Defective Work. On the basis of ARCHITECT'S observations, ARCHITECT shall disapprove of or reject Contractor(s) work while it is in progress if ARCHITECT believes that such work will not produce a completed Project that conforms to the Contract Documents, or that it will prejudice the design concept of the project as reflected in the Contract Documents.

1.6.4 Interpretations and clarifications. ARCHITECT shall issue necessary interpretations and clarifications of the Contract Documents and in connection therewith prepare field bulletins, work directive changes and change orders as required.

1.6.5 Shop Drawings. ARCHITECT shall review and approve (or take other appropriate action) shop drawings (as that term is defined in the aforesaid Standard General Conditions), samples, schedules, and other data which Contractor(s) are required to submit for compliance with the Contract Document in a timely manner which will not delay the Contractor(s) in completing its work.

1.6.6 Substitutes. ARCHITECT shall evaluate and determine the acceptability of substitute materials and equipment proposed by Contractor(s).

1.6.7 Inspections and Tests. ARCHITECT shall have authority to require special inspection or testing of the work. ARCHITECT shall receive and review all certificates of inspections, testing and approvals required by laws, rules, regulations, ordinances, codes, orders or the Contract Documents (to determine that their content complies with the requirements of, and the results certified indicate compliance with, the Contract Documents). COUNTY will pay for testing labs.

1.6.8 Disputes and Changes During construction. ARCHITECT shall act as initial interpreter of the requirements of the Contract Documents and judge of the acceptability of the work there under and make decisions on all claims of COUNTY and Contractor(s) relating to the acceptability of the work or the interpretation of the requirements of the Construction Documents pertaining to the execution and progress of the work. When acting pursuant to the request of the COUNTY, ARCHITECT shall not be liable for the results of any such interpretations or decisions rendered in good faith. This section includes, holding meetings and negotiations with the Contractor to resolve disputes or changes to the contract, including review and processing of all change orders. ARCHITECT shall review Contractor's extra work proposals and advise COUNTY of acceptability of proposed change and cost of change.

1.6.9 Contractor's Applications for Payment. Based on ARCHITECT'S on-site observations as an experienced and qualified design professional and on review of applications for payment and the accompanying data and schedules:

1.6.9.1 ARCHITECT shall determine the amounts owing to Contractor(s) and recommend, in writing, payments to Contractor(s) in such amounts. Such recommendations of payment will constitute a representation to COUNTY, based on ARCHITECT'S observations and review, that the work has progressed to the point indicated, and that, in accordance with the standard of care referenced herein, the work is in compliance with the Contract Documents. This recommendation will be subject to an evaluation of such work as a functioning whole prior to or upon Substantial Completion, to the results of any subsequent tests called for in the Contract Documents and to any other qualifications stated in the recommendation. In the case of unit price work, ARCHITECT'S recommendations of payment will include final determinations of quantities and classifications of Contractor's work (subject to any subsequent adjustments allowed by the Contract Documents).

1.6.9.2 By recommending payment, ARCHITECT represents that to the best of the ARCHITECT'S knowledge the quality and quantity of Contractor(s) work, as it has been furnished and performed is in compliance with the Contract Documents.

1.6.10 Contractor(s) Completion Documents. ARCHITECT shall receive and review maintenance and operating instructions, schedules, guarantees, bonds and certificates of inspection, tests and approvals which are to be assembled by Contractor(s) in accordance with the Contract Documents. Such review by the ARCHITECT is to determine that their content complies with the requirements of, and in the case of certificates of inspection, tests and approvals the results certified indicate compliance with the Contract Documents; and ARCHITECT shall transmit them to COUNTY with written comments.

1.6.11 Punchlist. When requested by the COUNTY, ARCHITECT shall review the Contractor's initial punchlist for Substantial Completion and shall prepare a comprehensive list of uncompleted or unacceptable items and deficiencies (punchlist).

1.6.12 Substantial Completion. ARCHITECT shall conduct an inspection and conduct and/or observe any tests necessary to determine if the work is substantially complete. A final inspection will be made to determine if the completed work is acceptable so that ARCHITECT may recommend, in writing, final payment to Contractor(s) and may give written notice to COUNTY and the Contractor(s) that the work is acceptable and in compliance with the Contract Documents.

1.6.13 Prepare and provide to COUNTY a set of reproducible mylar record drawings (as-builts) and AutoCAD dwg files on a CD showing those changes made during the construction process, based on the marked-up prints, drawings and other data furnished by Contractor(s) to ARCHITECT and ARCHITECT's own observations and which ARCHITECT considers significant.

1.7 Operational Phase

During the Operational Phase, ARCHITECT shall, when requested by the COUNTY:

1.7.1 Provide assistance, consistent with contractual services, in conjunction with the start-up, refining, and adjusting of any equipment or system.

1.7.2 In company with COUNTY, visit the Project to observe and point out any apparent defects in the completed construction, assist COUNTY in consultations and discussions with Contractor(s) concerning correction of such deficiencies, and make recommendations as to replacement or correction of defective work, including assisting the COUNTY during warranty of the project(s).

1.7.3 In conjunction with Contractor, assist in training COUNTY'S staff to operate and maintain the Project.

SECTION 2 - ADDITIONAL SERVICES OF ARCHITECT

2.1 ARCHITECT shall notify COUNTY immediately in writing of all changes to the Scope of Work which increase or decrease the ARCHITECT's cost or the duration of ARCHITECT's services.

2.2 Notice of a request for additional compensation shall be given in writing to COUNTY within five (5) working days from the date on which ARCHITECT knows, or should reasonably know, of the event giving rise to such request. Failure to give such notice shall constitute a waiver of ARCHITECT's right to additional consideration.

2.2.1 Before making any additions or deletions to the work or undertaking any changes or revisions to such work, the parties shall negotiate any necessary cost changes and shall enter into a Change Authorization covering such work and compensation.

2.2.2 Under no circumstances shall a request for additional services be submitted later than 30 days after project substantial completion.

2.3 Services Requiring Authorization in Advance

Only if authorized in writing by COUNTY, and not included in basic services, may ARCHITECT receive additional compensation for furnishing or obtaining Additional Services of the types listed in this section.

2.3.1 Preparation of applications and supporting documents (in addition to those furnished under Basic Services) for private or governmental grants, loans or advances

in connection with the Project; preparation or review of environmental assessments and impact statements.

2.3.2 Services resulting from significant changes in the general scope, extent or character of the Project or its design including, but not limited to changes in size, complexity of COUNTY's schedule, character of construction or method of financing; and revising previously accepted studies, reports, design documents or Contract Documents when such revisions are required by changes in laws, rules, regulations, ordinances, codes or orders enacted subsequent to the preparation of such studies, reports or documents, or are due to any other causes beyond ARCHITECT's control. Such services may be additional services provided such services are not required as a result of any act, error or omission of the ARCHITECT.

2.3.3 Providing renderings or models for COUNTY's use.

2.3.4 Investigations and studies involving detailed consideration of operations, maintenance and overhead expenses; providing value engineering during the course of design; the preparation of feasibility studies, cash flow and economic evaluations, rate schedules and appraisals; assistance in obtaining financing for the Project; evaluating processes available for licensing and assisting COUNTY in obtaining process licensing; detailed quantity surveys of materials, equipment and labor; and audits or inventories required in connection with construction performed by COUNTY.

2.3.5 Furnishing services of independent professional associates and consultants for other than Basic Services (which include but are not limited to customary civil, structural, mechanical and electrical engineering services, surveying, environmental services, and customary architectural and landscape architectural services incidental thereto). Subcontractual services which include new Project team members may be invoiced at the actual fees paid by the ARCHITECT plus an additional cost of Ten Percent (10%) for these services to compensate ARCHITECT, for the procuring and management of the new subconsultant, and for the other financial and administrative costs. Subcontractual services shall be approved by the COUNTY in writing prior to performance of the subcontractual work.

2.3.6 Services during out-of-town travel required of ARCHITECT other than visits and inspections/observations to the site or COUNTY's office as required by Section 1, such as mill and shop inspection of manufactured or fabricated items during construction.

2.3.7 Assistance in connection with bid protests, rebidding or renegotiating contracts for construction, materials, equipment or services, except when such assistance is required to complete services called for in paragraph 6.1.2, or when such bid protest, rebidding or renegotiating results from action advised by and/or taken by the ARCHITECT.

- 2.3.8 Providing any type of property surveys or related services needed for the transfer of interests in real property.
- 2.3.9 Preparation of staffing manuals to supplement Basic Services under paragraph 1.7.3.
- 2.3.10 Preparing to serve or serving as a consultant or witness for COUNTY in any litigation involving the Project (except for negotiations in seeking settlement of disputes and assistance in consultations which is included as part of Basic Services and where ARCHITECT may be responsible due to incompetence, errors, omissions, or fraud).
- 2.3.11 Additional services which are to be furnished by COUNTY in accordance with Section 3, and services not otherwise provided for in this Agreement.
- 2.3.12 Services in connection with work directive changes and change orders to reflect significant changes requested by COUNTY, which require significant additional design services from the ARCHITECT.
- 2.3.13 Services in making revisions to Drawings and Specifications occasioned by the acceptance of substitutions proposed by Contractor(s); and services after the award of each contract in evaluating and determining the acceptability of an unreasonable or excessive number of substitutions proposed by Contractor(s).

SECTION 3 - COUNTY'S RESPONSIBILITIES

COUNTY shall do the following in a timely manner so as not to delay the services of the ARCHITECT:

- 3.1 Designate in writing a person to act as COUNTY'S representative with respect to the services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, interpret and define COUNTY'S policies and decisions with respect to ARCHITECT'S services for the Project.
- 3.2 As requested, in writing by ARCHITECT, provide all criteria and full information as to COUNTY'S requirements for the Project, including design objectives and constraints space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations; and furnish copies of all design and construction standards which COUNTY will require to be included in the Drawings and Specifications.
- 3.3 Arrange for access to and make provisions where necessary for ARCHITECT to enter upon property as required for ARCHITECT to perform services under this Agreement.

3.4 Examine all studies, reports, sketches, Drawings, Specifications, proposals and other documents presented by ARCHITECT. If requested by ARCHITECT, render in writing decisions pertaining thereto within a reasonable time so as not to delay the services of ARCHITECT. However, said decisions shall create no liability on the part of COUNTY for approval or acceptance.

3.5 If COUNTY designates a person to represent COUNTY at the site who is not ARCHITECT or ARCHITECT'S agent or employee, the duties, responsibilities and limitations of authority of such other person and the effect thereof on the duties and responsibilities of ARCHITECT will be set forth in an exhibit that is to be identified, attached to and made a part of this Agreement before such services begin.

3.6 If more than one prime contract is to be awarded for construction, materials, equipment and services for the entire Project, designate a person or organization to have authority and responsibility for coordinating the activities among the various prime contractors.

3.7 Furnish to ARCHITECT data or estimated figures as to COUNTY'S anticipated costs for services to be provided by others for COUNTY so that ARCHITECT may make the necessary findings to support opinions of probable Total Project Costs.

3.8 Attend the pre-bid conference, preconstruction conference, construction progress and other job related meetings and substantial completion inspections and final payment inspections.

3.9 Give prompt written notice to ARCHITECT whenever COUNTY observes or otherwise becomes aware of any development that affects the scope of timing of ARCHITECT'S services, or any defect or non-conformance in the work of any Contractor.

SECTION 4 - PERIODS OF SERVICE

4.1 The period of service shall commence upon execution of this Agreement and continue for a period of two (2) years, with two (2) one (1) year renewal options at the sole discretion of COUNTY and, additionally, it shall continue until completion of all phases of any outstanding service authorization issued within the period of this Contract, unless otherwise terminated as provided herein.

4.2 If COUNTY has requested significant modifications or changes in the general scope, extent or character of the Project, the time of performance of ARCHITECT'S services shall be adjusted equitably.

4.3 If ARCHITECT'S services for design or during construction of the Project are delayed or suspended in whole or in part by COUNTY for more than nine months for reasons beyond ARCHITECT'S control, ARCHITECT shall be entitled to an equitable

adjustment in compensation.

4.4 In the event that the work designed or specified by ARCHITECT is to be furnished or performed under more than one prime contract, or if ARCHITECT'S services are to be separately sequenced with the work of one or more prime contractors (such as in the case of fast-tracking), COUNTY and ARCHITECT shall, prior to commencement of the Construction Document Phase, develop a schedule for performance of ARCHITECT'S services during the Construction Document, Bidding or Negotiating and Construction Administration Phases in order to sequence and coordinate properly such services as are applicable to the work under such separate contracts. This schedule is to be prepared whether or not the work under such contracts is to proceed concurrently and is to be included in service authorization.

SECTION 5 – FEE and PAYMENTS TO ARCHITECT

5.1 Whenever possible, the scope of services for Services, Projects or Programs shall be thoroughly defined and outlined prior to its authorization. The COUNTY and ARCHITECT shall mutually agree to a fixed price for services to be rendered and a detailed scope of services. Prior to execution of a fixed price authorization, the ARCHITECT shall have submitted a detailed cost proposal including the estimated labor hours, labor rates, subcontractual services, out of pocket expenses and other related costs supporting the proposed work. Fixed price contracts shall include all services including labor, reimbursables, overhead and profit as part of the fixed price. Consultant agrees that fee is not tied to construction cost.

5.1.2 Subcontractual service shall be included at the actual fees proposed by the subconsultant and accepted by the COUNTY. Subcontractual services shall be approved by the COUNTY in writing prior to performance of the subcontractual work.

5.2 Labor rates of ARCHITECT and any subconsultants shall not exceed the actual hourly raw labor rates for services rendered by personnel directly engaged on COUNTY projects, multiplied by an overall overhead and profit factor. The labor rates and overhead and profit factors are to be provided and are subject to audit.

5.3 When a service is to be compensated for on a time charge/not to exceed basis, the ARCHITECT will submit a not to exceed budget to the COUNTY for prior approval based on estimated labor hours and labor rates plus subcontractual services, out of pocket expenses and other related costs supporting the proposed work. The COUNTY shall not be obligated to reimburse the ARCHITECT for costs incurred in excess of the total not to exceed cost amount. The ARCHITECT shall notify the COUNTY in writing when 90% of the "not to exceed" amount has been reached.

5.3.1 The COUNTY agrees to pay the ARCHITECT compensation for services rendered as set forth in Exhibit B. The schedule of hourly labor rates by labor category as set forth in Exhibit B is attached hereto and made a part hereof. The rates listed in

Exhibit B shall remain in effect for a period of one year from the date of CONTRACT execution. At the end of each one year period, the rates may be negotiated and if the cost of living index supports an increase, an increase of up to three percent (3%) may be allowed for each one year term thereafter. The total amount to be paid by the COUNTY under this Contract shall be set forth in each SERVICE AUTHORIZATION.

5.4 The ARCHITECT will bill the COUNTY at the amounts set forth for services rendered toward the completion of the Scope of Work. Payments will generally be made either after completion of scheduled milestones or after acceptance of specified deliverables. Where incremental billings for partially completed items are permitted, the total incremented billings shall not exceed the percentage of estimated completion of identifiable deliverables or accepted deliverables as of the billing date.

5.5 ARCHITECT and COUNTY shall agree on a Schedule of Values incorporating scope of work references, deliverables, and milestones. A Pay Application with percent complete of each activity shall be included with each billing. A schedule update of ARCHITECT'S work shall be included with each billing.

5.6 Pay Applications received from the ARCHITECT pursuant to this Contract will be reviewed and approved by the initiating COUNTY department, indicating that services have been received, and then will be sent to the Finance Department for payment. Invoices must reference the Service Authorization and current project number. Invoices will normally be paid within thirty (30) days following the department's approval.

5.7 If "Out-of-pocket" expenses are authorized, they will be reimbursed up to the not-to-exceed amount identified on each SERVICE AUTHORIZATION. "Out-of-pocket" expenses mean the actual expenses expected to be incurred by the ARCHITECT or ARCHITECT'S subconsultants directly or indirectly in connection with the work such as expenses for: transportation and subsistence incidental thereto; external reproduction of reports, drawings, specifications, bidding documents, and similar Project related items. Charges for other specialized equipment shall be determined on an individual basis subject to approval of the COUNTY. All reimbursable expenses will be estimated up front at the time of negotiating each SERVICE AUTHORIZATION. All requests for payment of "out-of-pocket" expenses eligible for reimbursement under the terms of the Contract shall include copies of paid receipts, invoices, or other documentation acceptable to the Palm Beach County Finance Department. Such documentation shall be sufficient to establish that the expense was actually incurred and necessary in the performance of the Scope of Work described in each SERVICE AUTHORIZATION. Any travel, per diem, mileage, meals, or lodging expenses which may be reimbursable under the terms of this Contract will be paid in accordance with the rates and conditions set forth in Section 112.061, Florida Statutes.

5.8 In order for both parties to close their books and records, the ARCHITECT will clearly state "**Final**" on the ARCHITECT'S final/last billing to the COUNTY. This shall

constitute ARCHITECT'S certification that all services have been properly performed and all charges and costs have been invoiced to COUNTY. Since this account will thereupon be closed, any and other further charges, if not properly included on this final invoice, are waived by the ARCHITECT.

SECTION 6 - CONSTRUCTION COST AND OPINIONS OF COST

6.1 Construction Cost

6.1.1 The construction cost of the Project means the total cost to COUNTY of those portions of the entire Project designed and specified by ARCHITECT.

6.1.2 There shall be a Fixed Construction Budget Cap which will be determined upon completion of the Schematic Design Phase for this Project and the ARCHITECT agrees to maintain this amount or it shall redesign at no cost to the COUNTY until the project can be achieved within this limit. The program shall not be lessened by design requirements to decrease costs without the express written approval of the Capital Improvements Division Director or his/her designee. Similarly, "Add" Alternates for program requirements are not allowable in order for the ARCHITECT to lessen costs to meet the Fixed Construction Budget Cap.

6.2 Opinions of Cost

Since ARCHITECT has no control over the cost of labor, materials, equipment or services furnished by others, or over the Contractor(s) methods of determining prices, or over competitive bidding or market conditions, ARCHITECT'S opinions of probable Construction Cost provided for herein are to be made on the basis of ARCHITECT'S experience and qualifications and represent ARCHITECT'S best judgment as an experienced and qualified professional ARCHITECT, familiar with the construction industry.

SECTION 7 - GENERAL CONSIDERATION

7.1 Standard of Care

The ARCHITECT has, during the selection and negotiation process which has preceded this contract, represented to COUNTY that the ARCHITECT is possessed of that level of skill, knowledge, experience and expertise that is commensurate with architectural firms of national repute in the areas of practice required for this project. ARCHITECT acknowledges that COUNTY has relied on ARCHITECT'S representations of skill, knowledge, experience and expertise. By executing this contract, ARCHITECT agrees that ARCHITECT will exercise that degree of care, knowledge, skill, and ability as other ARCHITECTS possessing the degree of skill, knowledge, experience and expertise which ARCHITECT has claimed. ARCHITECT shall perform such duties as may be assigned without neglect. ARCHITECT accepts the relationship of trust and

confidence established by this Contract, and covenants with COUNTY to cooperate with COUNTY and to utilize ARCHITECT'S skill, efforts and judgment commensurate with ARCHITECTURAL firms of national repute in the areas of practice required for this project. ARCHITECT agrees to perform each assignment in an efficient and economical manner consistent with the COUNTY'S interests and consistent with the COUNTY'S stated objectives and recognized professional ARCHITECTURAL standards.

ARCHITECT further contracts with COUNTY to furnish its professional skill and judgment with due care in accordance with applicable Federal, State and local laws, codes and regulations as amended and supplemented which are in effect on the date of this Contract first written. It is specifically understood that the Florida Accessibility Code for Building Construction latest edition as acted by the Florida Building Code shall be complied with and incorporated into the project.

Although specific provisions of this Contract refer to some services with terms such as "complete", "accurate", "full extent", "highest", "in detail", "verify", "certify", "represent", "substantiate", "inspect", "monitor", "discover", "as often as necessary", "approve", "accept", "reject", and "enforce", such terms and similar terms shall be qualified by the standard of care stated in the preceding two paragraphs.

The ARCHITECT shall not be responsible for the means, methods, techniques, sequences and operations of construction or safety precautions and programs except as provided in this Contract Document.

7.2 Termination

This Contract may be canceled by the ARCHITECT upon sixty (60) days prior written notice to the COUNTY in the event of failure by the COUNTY to perform in accordance with the terms of this Contract through no fault of the ARCHITECT. It may also be terminated, in whole or in part, by the COUNTY, with or without cause, immediately upon written notice to the ARCHITECT. Unless the ARCHITECT is in breach of this Contract, the ARCHITECT shall be paid for services rendered to the COUNTY'S satisfaction through the date of termination. In no event, whether termination is with or without cause, shall the COUNTY be liable for any lost profits, lost opportunity damage, or consequential damages. After receipt of a Termination Notice and except as otherwise directed by the COUNTY the ARCHITECT shall:

- a. Stop work on the date and to the extent specified.
- b. Terminate and settle all orders and subcontracts relating to the performance of the terminated work.
- c. Transfer all work in process, completed work, and other materials related to the terminated work to the COUNTY.

d. Continue and complete all parts of the work that have not been terminated.

Should a termination for breach later be declared wrongful, said termination shall be considered and treated as a termination without cause.

Notwithstanding any breach of this Contract by either party nor the status of payment to the ARCHITECT, nor the COUNTY'S exercise of its rights of termination, it is hereby agreed between the parties that copies of any and all property, work product, documentation, reports, computer systems and software, schedules, graphs, outlines, books, manuals, logs, files, deliverables, photographs, videos, tape recordings or data relating to this Project which have been created as a part of ARCHITECT'S services or authorized by the COUNTY as a reimbursable expense, whether generated directly by the ARCHITECT, or by or in conjunction or consultation with any other party whether or not a party to this contract, whether or not in privity of contract with the COUNTY or ARCHITECT, and wherever located shall be the property of the COUNTY.

7.3 Truth-in-Negotiation Certificate

Signature of this Contract by the ARCHITECT shall act as the execution of a truth-in-negotiation certificate certifying that the wage rates and costs used to determine the compensation provided for in this Contract are accurate, complete and current as of the date of the Contract and no higher than those charged the ARCHITECT'S most favored customer for the same or substantially similar service.

The said rates and costs shall be adjusted to exclude any significant sums should the COUNTY determine that the rates and costs were increased due to inaccurate, incomplete or noncurrent wage rates or due to inaccurate representations of fees paid to outside consultants. The COUNTY shall exercise its rights under this "Certificate" within three (3) years following final payment. County has the authority and right to audit ARCHITECT'S records under this provision.

7.4 Personnel

7.4.1 The ARCHITECT represents that it has, or will secure at its own expense, all necessary personnel required to perform the services under this Contract. Such personnel shall not be employees of or have any conflicting relationship with the COUNTY.

All of the services required herein shall be performed by the ARCHITECT or under its supervision, and all personnel engaged in performing the services shall be fully qualified and, if required, authorized or permitted under state and local law to perform

such services.

Any changes or substitutions in the ARCHITECT'S key personnel or subconsultants must be made known to the COUNTY'S representative and written approval must be granted by the COUNTY before said change or substitution can become effective.

The ARCHITECT represents that all services shall be performed by skilled and competent personnel to the professional standard of care set forth in Section 7.1 above.

7.4.2 ARCHITECT'S Representative

Concurrent with its fee proposal, the ARCHITECT shall advise the COUNTY of the name of its proposed Project Manager. The Project Manager shall devote such time as may be necessary to the project and as may be appropriate to and consistent with full and timely performance of this contract. This individual shall be assigned to the project through final acceptance of construction. The Project Manager shall not be removed from his/her responsibilities on this project without the written consent of the COUNTY. The COUNTY shall retain reasonable right of approval of the ARCHITECT'S designated Project Manager and the right to require the ARCHITECT to replace its designated Project Manager with another individual acceptable to the COUNTY.

7.4.3 Criminal History Records Check

The ARCHITECT shall comply with the provisions of Ordinance 2003-030, the Criminal History Records Check Ordinance, if ARCHITECT'S employees or subcontractors are required under this contract to enter a "critical facility" as identified in Resolution R-2003-1274. The ARCHITECT acknowledges and agrees that all employees and subcontractors who are to enter a "critical facility" will be subject to a fingerprint based criminal history records check. Although COUNTY agrees to pay for all application FDLE/FBI fees required for criminal history record checks, the ARCHITECT shall be solely responsible for the financial, schedule, and staffing implications associated in complying with Ordinance 2003-030.

7.5 SBE Participation

The Palm Beach County Board of County Commissioners has established a **minimum** goal for SBE participation of **15%** on all County solicitations. ARCHITECT anticipates providing 32% SBE and 12% M/WBE participation under this contract.

The consultant agrees to abide by all provisions of the Palm Beach County

Code establishing the SBE Program, as amended, and understands that failure to comply with any of the requirements will be considered a breach of contract.

The consultant incorporates Schedule 1 (participation of SBE-M/WBE Contractors) and Schedule 2 (Letter of Intent) attached hereto and made a part hereof, the names addresses, scope of work, percentage or dollar value of the SBE-M/WBE participation on Schedule 1 and the Letter of Intent, Schedule 2, signed by each of the listed SBE-M/WBE sub-consultants on Schedule 1 agreeing to perform the contract at the listed percentage or dollar value. The consultant understands that each SBE firm utilized on this contract must be certified by Palm Beach County in order to be counted toward the SBE participation goal.

The consultant understands that it is the responsibility of the Department letting the Contract and OSBA to monitor compliance with the SBE Ordinance requirements. In that regard, the consultant agrees to furnish progress payment reports to both parties on the progress of the SBE-M/WBE participation on each pay application submitted.

The consultant further agrees to provide OSBA with a copy of their Contract with the SBE sub-consultant or any other related documentation upon request.

After contract award, the consultant will only be permitted to replace a certified SBE subcontractor who is unwilling or unable to perform. Such substitution must be done with other certified SBEs in order to maintain the proposed SBE percentages submitted with the proposal. Requests for substitutions must be submitted to the department issuing the request for proposal and the OSBA.

The consultant understands that it is prohibited from making any agreements with the SBE in which the SBE promises not to provide subconsultant quotations to other proposers or potential proposers.

The consultant agrees to maintain all relevant records and information necessary to document compliance with this Ordinance and will allow the COUNTY to inspect such records.

7.6 Non-Discrimination

The ARCHITECT warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity and expression.

7.7 Independent Contractor Relationship

The ARCHITECT is, and shall be, in the performance of all work services and activities under this Contract, an Independent Contractor, and not an employee, agent, or servant of the COUNTY. All persons engaged in any of the work or services performed pursuant to this Contract shall at all times, and in all places, be subject to the ARCHITECT'S sole direction, supervision, and control. The ARCHITECT shall exercise control over the means and manner in which it and its employees, subconsultants and suppliers, perform the work, and in all respects the ARCHITECT'S relationship and the relationship of its employees to the COUNTY shall be that of an Independent Contractor and not as employees or agents of the COUNTY.

The ARCHITECT does not have the power or authority to bind the COUNTY in any promise, agreement or representation other than specifically provided for in this agreement.

The ARCHITECT represents that all subconsultant agreements entered into shall incorporate by reference the terms and conditions of this Contract, and further warrants that the Owner is an intended express third party beneficiary of any such subcontract.

7.8 Contingent Fees

The ARCHITECT warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the ARCHITECT to solicit or secure this Contract and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the ARCHITECT, any fee, commission, percentage, gift, or other consideration contingent upon or resulting from the award of making of this Contract.

7.9 Authority to Practice

The ARCHITECT hereby represents and warrants that it has and will continue to maintain all licenses and approvals required to conduct its business, and that it will at all times conduct its business activities in a reputable manner. Proof of such licenses and approvals shall be submitted to the COUNTY upon request.

7.10 Federal and State Tax

The COUNTY is exempt from payment of Florida State Sales and Use Taxes. The COUNTY will sign an exemption certificate submitted by the ARCHITECT. The ARCHITECT shall **not** be exempted from paying sales tax to its suppliers for materials used to fulfill contractual obligations with the COUNTY. The ARCHITECT is **not**

authorized to use the COUNTY'S Tax Exemption Number in securing such materials.

The ARCHITECT shall be responsible for payment of its own and its share of its employee's payroll, payroll taxes, and benefits with respect to this contract.

7.11 Availability of Funds

The COUNTY'S performance and obligation to pay under this contract is contingent upon an annual appropriation for its purpose by the Board of County Commissioners.

7.12 Insurance

7.12.1 ARCHITECT shall, at its sole expense, agree to maintain in full force and effect at all times during the life of this Contract, insurance coverages and limits (including endorsements), as described herein. The requirements contained herein, as well as COUNTY'S review or acceptance of insurance maintained by ARCHITECT are not intended to and shall not in any manner limit or qualify the liabilities and obligations assumed by ARCHITECT under the contract.

7.12.2 **Commercial General Liability** ARCHITECT shall agree to maintain Commercial General Liability at a limit of liability not less than **\$1,000,000** Each Occurrence. Coverage shall not contain any endorsement excluding Contractual Liability or Cross Liability unless granted in writing by County's Risk Management Department. ARCHITECT shall provide this coverage on a primary basis.

7.12.3 **Business Automobile Liability** ARCHITECT shall maintain Business Automobile Liability at a limit of liability not less than **\$1,000,000** Each Occurrence for all owned, non-owned and hired automobiles. In the event ARCHITECT doesn't own any automobiles, the Business Auto Liability requirement shall be amended allowing ARCHITECT to agree to maintain only Hired & Non-Owned Auto Liability. This amended requirement may be satisfied by way of endorsement to the Commercial General Liability, or separate Business Auto coverage form. ARCHITECT shall provide this coverage on a primary basis.

7.12.4 **Worker's Compensation Insurance & Employers Liability** ARCHITECT shall maintain Worker's Compensation & Employers Liability in accordance with Florida Statute Chapter 440. ARCHITECT shall provide this coverage on a primary basis.

7.12.5 **Professional Liability** ARCHITECT shall maintain Professional Liability, or equivalent Errors & Omissions Liability at a limit of liability not less than **\$1,000,000** Per Occurrence. When a self-insured retention (SIR) or deductible exceeds **\$10,000**,

COUNTY reserves the right, but not the obligation, to review and request a copy of ARCHITECT'S most recent annual report or audited financial statement. For policies written on a "Claims-Made" basis, ARCHITECT shall maintain a Retroactive Date prior to or equal to the effective date of this Contract. The retro date shall be shown on the certificate. In the event the policy is canceled, non-renewed, switched to an Occurrence Form, retroactive date advanced, or any other event triggering the right to purchase a Supplement Extended Reporting Period (SERP) during the life of this Contract, ARCHITECT shall purchase a SERP with a minimum reporting period not less than 3 years. **The requirement to purchase a SERP shall not relieve the ARCHITECT of the obligation to provide replacement coverage.** ARCHITECT shall provide this coverage on a primary basis.

7.12.6 **Additional Insured** ARCHITECT shall endorse the COUNTY as an Additional Insured with a CG 2026 Additional Insured - Designated Person or Organization endorsement, or its equivalent, to the Commercial General Liability. The Additional Insured endorsement shall read "**Palm Beach County Board of County Commissioners, a Political Subdivision of the State of Florida, its Officers, Employees and Agents.**" ARCHITECT shall provide the Additional Insured endorsements coverage on a primary basis.

7.12.7 **Waiver of Subrogation** ARCHITECT hereby waives any and all rights of Subrogation against the County, its officers, employees and agents for each required policy. When required by the insurer, or should a policy condition not permit an insured to enter into a pre-loss agreement to waive subrogation without an endorsement, then ARCHITECT shall agree to notify the insurer and request the policy be endorsed with a Waiver of Transfer of rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which a condition to the policy specifically prohibits such an endorsement, or voids coverage should ARCHITECT enter into such an agreement on a pre-loss basis.

7.12.8 **Certificate(s) of Insurance** Prior to execution of this Contract, ARCHITECT shall deliver to the COUNTY a Certificate(s) of Insurance evidencing that all types and amounts of insurance coverages required by this Contract have been obtained and are in full force and effect. Such Certificate(s) of Insurance shall include a minimum ten (10) day endeavor to notify due to cancellation or non-renewal of coverage. Certificates shall be addressed to Palm Beach County Board of County Commissioners, c/o Capital Improvements Division, 2633 Vista Parkway, West Palm Beach, FL 33411-5604.

7.12.9 **Umbrella or Excess Liability** If necessary, ARCHITECT may satisfy the minimum limits required above for either Commercial General Liability, Business Auto Liability, and Employer's Liability coverage under Umbrella or Excess Liability. The Umbrella or Excess Liability shall have an Aggregate limit not less than the highest "Each Occurrence" limit for either Commercial General Liability, Business Auto Liability,

or Employer's Liability. The COUNTY shall be specifically endorsed as an "Additional Insured" on the Umbrella or Excess Liability, unless the Certificate of Insurance notes the Umbrella or Excess Liability provides coverage on a "Follow-Form" basis.

7.12.10 **Right to Review** COUNTY, by and through its Risk Management Department, in cooperation with the contracting/monitoring department, reserves the right to review, modify reject or accept any required policies of insurance, including limits, coverages, or endorsements, herein from time to time throughout the term of this Contract. COUNTY reserves the right, but not the obligation, to review and reject any insurer providing coverage because of its poor financial condition or failure to operate legally.

7.13 Disclosure and Ownership of Documents

The ARCHITECT shall deliver to the COUNTY, for acceptance, and before being eligible for final payment of any amounts due, all documents and materials prepared by and for the COUNTY under this Contract.

All written and oral information not in the public domain or not previously known, and all information and data obtained, developed, or supplied by the COUNTY or at its expense will be kept confidential by the ARCHITECT and will not be disclosed to any other party, directly or indirectly, without the COUNTY'S prior written consent unless required by a lawful order.

All drawings, maps, sketches, programs, data base, reports and other data developed, utilized, or purchased under this Contract for a COUNTY project or at the COUNTY'S expense shall be and remain the COUNTY'S property and may be reproduced and reused at the discretion of the COUNTY. However, ARCHITECT will incur and assume no liabilities for reuse unless ARCHITECT agrees with said reuse and is compensated for any revisions necessary to update plans for Code compliance, site adaptations, or COUNTY requested changes.

The COUNTY and the ARCHITECT shall comply with the provisions of Chapter 119, Florida Statutes (Public Records Law).

All covenants, agreements, representations and warranties made herein, or otherwise made in writing by any party pursuant hereto, including but not limited to any representation made herein relating to disclosure or ownership of documents, shall survive the execution and delivery of this Contract and the consummation of the transactions contemplated hereby.

Notwithstanding any other provision in this Contract, all documents, records, reports and any other materials produced hereunder shall be subject to disclosure,

inspection audit, pursuant to the Palm Beach County Office of Inspector General Ordinance 2009-049, as may be amended.

7.14 Remedies

This contract shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce the contract will be held in Palm Beach County. No remedy herein conferred upon any party is intended to be exclusive of any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or now or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party of any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

7.15 Indemnification

The ARCHITECT shall indemnify and save harmless the COUNTY, its officers, agents, servants and employees from and against all claims, liability, damages, losses, and/or cause of action including reasonable attorneys' fees, which may arise from any breach of contract, negligent act, error or omission of the ARCHITECT, its officers, employees, agents, subconsultants or anyone acting under their authority and control in the performance of this Contract. The indemnity obligations of this section shall not apply to damages or injury to the extent caused by the negligence or willful misconduct of COUNTY, or its officers, employees, or agents.

The ARCHITECT's duty to indemnify the COUNTY, its officers and employees shall continue even if COUNTY is contributory negligent.

If any legal action or other proceeding is brought for the enforcement of this Contract, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this Contract, each party shall bear its own attorney's fees, court costs and all expenses (including taxes and, without limitation, all such fees, costs, and expenses incident to appeals) incurred in that action or proceeding.

7.16 Conflict of Interest

For each Project, ARCHITECT shall provide COUNTY with an executed Conflict of Interest Disclosure Form, attached as Exhibit E and incorporated herein.

Any actual or potential conflict between the ARCHITECT'S interests and the ARCHITECT'S performance of the services provided hereunder must be waived by the COUNTY by written notification prior to the performance of any services by the ARCHITECT. The ARCHITECT shall abide by any terms contained within the waiver by

the COUNTY or shall release the COUNTY from all of its obligations hereunder.

7.17 Excusable Delays

The ARCHITECT shall not be considered in default by reason of any failure in performance if such failure arises out of causes beyond the control of the ARCHITECT or its subcontractors and without their fault or negligence. Such causes may include, under relevant circumstances: acts of God; natural or public health emergencies; strikes not within ARCHITECT'S work force, company or agent's thereof; freight embargoes; and "abnormally severe and unusual" weather conditions.

Upon the ARCHITECT'S request, the COUNTY shall consider the facts and extent of any failure to perform the work and, if in the opinion of the County the ARCHITECT'S failure to perform was without it or its subcontractors fault or negligence, the Contract shall be revised accordingly; subject to the COUNTY'S rights to change, terminate, or stop any or all of the work at any time.

7.18 Arrears

The ARCHITECT shall not pledge the COUNTY'S credit or make it a guarantor of payment of surety for any contract, debt, obligation, judgment, lien, or any form of indebtedness. The ARCHITECT further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Contract.

7.19 Modifications of Work

The COUNTY reserves the right to make changes in the work, including alterations, reductions therein or additions thereto. Upon receipt by the ARCHITECT of the COUNTY'S notification of a contemplated change, the ARCHITECT shall promptly, (1) provide an estimate for the increase or decrease in cost due to the contemplated change, (2) notify the COUNTY of any estimated change in the completion date and (3) advise the COUNTY in writing if the contemplated change shall affect the ARCHITECT'S ability to meet the completion dates or schedules of this Contract.

If the COUNTY so instructs in writing, the ARCHITECT shall suspend work on that portion of the Work affected by a contemplated change, pending the COUNTY'S decision to proceed with the change.

If the COUNTY elects to make the change, the COUNTY shall issue an amendment to the applicable SERVICE AUTHORIZATION and the ARCHITECT shall not commence work on any such change until such written amendment has been

issued.

7.20 Notice

All notices required in this Contract if sent to the COUNTY shall be mailed to:

John A. Chesher, PE, Director
PBC Capital Improvements Division
2633 Vista Parkway
West Palm Beach, FL 33411-5604

with copy to:

Audrey Wolf, Director
PBC Facilities Development and Operations
2633 Vista Parkway
West Palm Beach, FL 33411-5603

and if sent to the ARCHITECT shall be mailed to:

LEO A DALY
1400 Centrepark Boulevard, Suite 500
West Palm Beach, Florida 33401
Attention: William A. Hanser
Vice President, Managing Principal

7.21 Severability

If any term or provision of this Contract, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, to remainder of this Contract, or the application of such terms or provision, to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected, and every other term and provision of this Contract shall be deemed valid and enforceable to the extent permitted by law.

7.22 Entirety of Contractual Agreement

7.22.1 The COUNTY and the ARCHITECT agree that this Contract sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein. None of the provisions, terms and conditions contained in this Contract may be added to, modified, superseded or

otherwise altered, except by written instrument executed by the parties hereto.

7.22.2 This contract includes the following exhibits, which are attached hereto and made a part hereof:

- Exhibit A - Scope of Work
- Exhibit B - Hourly Rates
- Exhibit C - SBE-M/WBE Schedules 1 and 2
- Exhibit D - Insurance Certificates
- Exhibit E - Conflict of Interest Disclosure Form (to be completed for each Service Authorization)

7.23 Successors and Assigns

The COUNTY and the ARCHITECT each binds itself and its partners, successors, executors, administrators and assigns to the other party of this Contract and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Contract. Except as above, neither the COUNTY nor the ARCHITECT shall assign, sublet, convey or transfer its interest in this Contract without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the COUNTY which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the COUNTY and the ARCHITECT.

7.24 Public Entity Crimes

As provided in F.S. 287.132-133, by entering into this contract or performing any work in furtherance hereof, the ARCHITECT certifies that it, its affiliates, suppliers, subcontractors and consultants who will perform hereunder, have not been placed on the convicted vendor list maintained by the State of Florida Department of Management Services within the 36 months immediately preceding the date hereof. This notice is required by F.S. 287.133(3)(a).

7.25 Office of the Inspector General

Palm Beach County has established the Office of the Inspector General, Ordinance R2009-049, as may be amended. The Inspector General's authority includes but is not limited to the power to review past, present and proposed County contracts, transactions, accounts and records, to require the production of records, and audit, investigate, monitor, and inspect the activities of the consultant, its officers, agents, employees, and lobbyists in order to ensure compliance with contract specifications and detect corruption and fraud. All consultants and parties doing business with the County and receiving County funds shall fully cooperate with the Inspector General including receiving access to records relating to RFP or any resulting contract.

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Contract on behalf of the COUNTY and ARCHITECT has hereunto set its hand the day and year above written.

ATTEST:
SHARON R. BOCK, Clerk and Comptroller

PALM BEACH COUNTY BOARD OF
COUNTY COMMISSIONERS

BY: _____
Deputy Clerk

By: _____
Karen T. Marcus, Chair

APPROVED AS TO TERMS AND
AND CONDITIONS

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

By: Army Wolf
Director - FD&O

By: _____
County Attorney

WITNESS:

[Signature]
Signature

ARCHITECT:

[Signature]
Signature

PAUL TWITTY
Name (type or print)

William A Hanser
Name (type or print)

Vice President, Managing Principal
Title

EXHIBIT A SCOPE OF WORK

Professional consulting services including planning, permitting, design and construction administration services for various capital improvements projects.

Task assignments will be subject to scope definition and determination of level of effort on a task-by-task basis. Generally, task assignments could include professional architectural services, programming services, geo-technical and survey services, customary civil, structural, mechanical, and electrical engineering services, landscape architectural services, permitting, cost estimating, and construction administration services.

Work may include modification, expansion, or addition of existing facilities or design of new facilities. Generally, project construction costs will not exceed \$5,000,000.

The consultant shall serve as the County's professional engineering representative for various projects. The anticipated work may include, but not be limited to:

- A. Planning Services – programming, site, utility, infrastructure, traffic and facility planning studies and analysis, master planning, conceptual cost estimating, and preliminary engineering and architectural design.
- B. Investigative Services – survey and geotechnical analysis.
- C. Design Services – within the scope of the practice of architecture, engineering, and landscape architecture, provide preliminary design, construction documents, permitting, and final cost estimates.
- D. Construction Administrative Services – construction observation and inspections, review of submittals, and site visits.

EXHIBIT B – HOURLY RATES

Palm Beach County
Contract for Architectural Services in a Continuing Basis
Proposed Hourly Rates

Standard Hourly Billing Rates

LEO A DALY

Category	Rate
Managing Principal	\$ 275.00
Project Executive	\$ 175.00
Senior Design	\$ 145.00
Designer	\$ 110.00
Project Manager	\$ 160.00
Job Captain	\$ 115.00
Specification Writer	\$ 130.00
Graphics Designer	\$ 95.00
Technician (Draftsperson)	\$ 85.00
Technical Typist	\$ 55.00

Martinez Engineering Group, Inc. (MEG)

Principal	\$ 150.00
Professional Engineer	\$ 135.00
Engineer	\$ 110.00
Senior Technician	\$ 85.00
Inspector	\$ 85.00
Senior CAD Operator	\$ 80.00
CAD Operator	\$ 65.00
Clerical	\$ 35.00

Brown & Phillips, Inc.

3 Man Survey Crew	\$ 125.00
2 Man Survey Crew	\$ 98.00
Professional	\$ 113.00
Survey Technician	\$ 70.00
CADD Technician	\$ 66.00

Civil Design, Inc.

Principal	\$ 150.00
Project Manager	\$ 125.00
Project Engineer	\$ 100.00
CAD Technician	\$ 75.00
Field Representative	\$ 75.00
Administrative/Clerical	\$ 50.00

Palm Beach County
Contract for Architectural Services in a Continuing Basis
Proposed Hourly Rates

Gartek

Principal	\$ 170.00
Sr. Engineer	\$ 140.00
Engineer	\$ 130.00
CAD Technician	\$ 80.00
Administrative	\$ 45.00

Tierra

Principal Engineer, PE	\$ 145.00
Senior Geotechnical Engineer, PE	\$ 125.00
Engineer, PE	\$ 85.00
Staff Engineer	\$ 65.00
Senior Engineering Technician	\$ 60.00
Drafter/CADD	\$ 60.00

Land Design South

Principal	\$ 195.00
Director/Transportation	\$ 150.00
Director	\$ 135.00
Sr. Project Manager	\$ 125.00
Project Manager	\$ 110.00
Environmental Scientist	\$ 110.00
Planner	\$ 85.00
Designer	\$ 85.00



CES CONSULTANTS, INC.
General Engineering Services
YR 2010 Billing Hourly Rates

Civil Engineering	Position Title	Hourly Billing Rates	
	Engineering Assistant	\$ 45.00 - \$ 54.00	
Engineering Technician	\$ 50.00 - \$ 60.00		
Engineer	\$ 65.00 - \$ 78.00		
Staff Engineer	\$ 75.00 - \$ 90.00		
Senior Engineer	\$ 99.00 - \$ 119.00		
Lead Engineer/Project Manager	\$ 114.00 - \$ 137.00		
Chief Consulting Engineer	\$ 128.00 - \$ 154.00		
Senior Project Manager	\$ 145.00 - \$ 174.00		
Principal Engineer	\$ 171.00 - \$ 205.00		

Structural Engineering	Position Title	Hourly Billing Rates	
	Engineering Assistant	\$ 48.00 - \$ 58.00	
Engineering Technician	\$ 54.00 - \$ 65.00		
Engineer	\$ 65.00 - \$ 78.00		
Staff Engineer	\$ 75.00 - \$ 90.00		
Senior Engineer	\$ 100.00 - \$ 120.00		
Lead Engineer/Project Manager	\$ 114.00 - \$ 137.00		
Chief Consulting Engineer	\$ 128.00 - \$ 154.00		
Senior Project Manager	\$ 145.00 - \$ 174.00		
Principal Engineer	\$ 171.00 - \$ 205.00		

Construction Administration	Position Title	Hourly Billing Rates	
	Inspection Technician	\$ 55.00 - \$ 66.00	
Inspector	\$ 72.00 - \$ 86.00		
Staff Inspection Representative	\$ 75.00 - \$ 90.00		
Senior Inspection Representative	\$ 88.00 - \$ 106.00		
Lead Inspection Representative/Project Manager	\$ 114.00 - \$ 137.00		
Senior Project Manager	\$ 145.00 - \$ 174.00		
Construction Manager	\$ 165.00 - \$ 198.00		
Principal Engineer	\$ 170.00 - \$ 204.00		

Computer Aided Design	Position Title	Hourly Billing Rates	
	CADD Assistant	\$ 45.00 - \$ 54.00	
CADD Technician	\$ 65.00 - \$ 78.00		

Quality Assurance/ Quality Control	Position Title	Hourly Billing Rates	
	Quality Assurance Technician	\$ 48.00 - \$ 58.00	
Quality Assurance Specialist	\$ 65.00 - \$ 78.00		
Staff Quality Assurance Specialist	\$ 75.00 - \$ 90.00		
Senior Quality Assurance Specialist	\$ 85.00 - \$ 102.00		
Lead Quality Assurance Specialist/Project Manager	\$ 95.00 - \$ 114.00		
Chief Quality Assurance Specialist	\$ 110.00 - \$ 132.00		
Senior Quality Assurance Project Manager	\$ 120.00 - \$ 144.00		
Principal Quality Assurance Specialist	\$ 172.00 - \$ 206.00		



CES CONSULTANTS, INC.
General Engineering Services
YR 2010 Billing Hourly Rates

Modeling	Position Title	Hourly Billing Rates
	Hydrologic Modeling Assistant	\$ 48.00 - \$ 58.00
Hydrologic Modeling Technician	\$ 54.00 - \$ 65.00	
Hydrologic Modeler	\$ 65.00 - \$ 78.00	
Staff Hydrologic Modeler	\$ 75.00 - \$ 90.00	
Senior Hydrologic Modeler	\$ 100.00 - \$ 120.00	
Lead Hydrologic Modeler/Project Manager	\$ 114.00 - \$ 137.00	
Chief Consulting Hydrologic Modeler	\$ 130.00 - \$ 156.00	
Senior Hydrologic Project Manager	\$ 145.00 - \$ 174.00	
Principal Hydrologic Modeler	\$ 172.00 - \$ 206.00	

GIS/RS	Position Title	Hourly Billing Rates
	GIS/RS Assistant	\$ 45.00 - \$ 54.00
GIS/RS Technician	\$ 50.00 - \$ 60.00	
GIS/RS Analyst	\$ 65.00 - \$ 78.00	
Staff GIS/RS Analyst	\$ 75.00 - \$ 90.00	
Senior GIS/RS Analyst	\$ 98.00 - \$ 118.00	
Lead GIS/RS Analyst/Project Manager	\$ 114.00 - \$ 137.00	
Chief Consulting GIS/RS Analyst	\$ 128.00 - \$ 154.00	
Senior GIS/RS Project Manager	\$ 145.00 - \$ 174.00	

Program Controls	Position Title	Hourly Billing Rates
	Program Control Specialist	\$ 75.00 - \$ 90.00
Staff Program Control Specialist	\$ 85.00 - \$ 102.00	
Staff Program Scheduler	\$ 78.00 - \$ 94.00	
Senior Program Scheduler	\$ 98.00 - \$ 118.00	
Staff Cost Estimator	\$ 76.00 - \$ 91.00	
Senior Cost Estimator	\$ 96.00 - \$ 115.00	
Lead Control Specialist/Program Manager	\$ 120.00 - \$ 144.00	
Senior Program Manager	\$ 145.00 - \$ 174.00	
Principal Control Specialist	\$ 165.00 - \$ 198.00	

Administrative Support	Position Title	Hourly Billing Rates
	Clerical Associate	\$ 40.00 - \$ 48.00
Administrative Associate	\$ 50.00 - \$ 60.00	
Senior Administrative Associate	\$ 65.00 - \$ 78.00	

These rates are valid for Calendar Year 2010.

EXHIBIT C - SBE SCHEDULE 1 & 2s

SCHEDULE 1
LIST OF PROPOSED SBE-M/WBE SUBCONSULTANTS

PROJECT NAME: Architectural Services

NAME OF PRIME CONSULTANT: Leo A Daly

DESCRIPTION OF WORK Architectural / Engineering Services

PLEASE IDENTIFY ALL APPLICABLE CATEGORIES OF SUBCONSULTANTS

Name, Address and Phone Number	(Check one or both Categories)		Subcontract Percentage					
	Minority Business	Small Business	Black	Hispanic	Women	Caucasian	Other (Please Specify)	
1. Gartek Engineering 4723 West Atlantic Ave #A18 Delray Beach, FL	X	X	_____	_____	_____	20%	_____	
1. Civil Design, Inc 312 9 th Street West Palm Beach, FL	<input type="checkbox"/>	X	_____	_____	_____	7%	_____	
2. Martinez Engineering 2655 S. LeJune Road Miami, FL	X	<input type="checkbox"/>	_____	9%	_____	_____	_____	
3. Land Design South 2101 Centrepark West Ste 100 West Palm Beach, FL	X	<input type="checkbox"/>	_____	_____	3%	_____	_____	
4. Brown & Phillips 901 Northpoint Pkwy Ste 119 West Palm Beach, FL	X	X	2%	_____	_____	_____	_____	
5. Tierra South 2765 Vista Parkway West Palm Beach, FL	X	X	_____	_____	_____	_____	2% Asian	
5. CES Cost Estimating 2765 Vista Parkway West Palm Beach, FL	X	X	_____	1%	_____	_____	_____	
(Please use additional sheets if necessary)			Total	2%	10%	3%	27%	2%

Total SBE-M/WBE Participation 44 %

- Note:
1. The percentages listed on this form must be supported by the Subconsultant included on Schedule 2 in order to be counted toward goal attainment.
 2. Firms may be certified by Palm Beach County as an SBE and/or M/WBE, or by the State of Florida as an M/WBE.

SCHEDULE # 2

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

PROJECT NAME: Professional Consulting Services - Architectural/Engineering for Various Projects

TO: Leo A Daly
(Name of Prime Consultant)

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: August 30, 2010

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):

Mechanical Electrical Plumbing (MEP) Engineering Design

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 name of any such subcontract must be stated.

The undersigned subcontractant understands that the provision of this form to prime consultant does not prevent subcontractant from providing quotations to others.

Gartek Engineering Corporation
(Print name of SBE-M/WBE Subconsultants)

By: 
(Signature)

Mel Garcia, PE, LEED AP, Vice President
(Print name/title of person executing on behalf of SBE-M/WBE Subconsultant)

Date: 11-12-2010

SCHEDULE # 2

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

PROJECT NAME: Professional Consulting Services - Architectural/Engineering for Various Projects

TO: Leo A. Daly
(Name of Prime Consultant)

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

Small Business Enterprise X Minority Business Enterprise _____
Black _____ Hispanic _____ Women _____ Caucasian X Other (Please Specify) _____

Date of Palm Beach County Certification: May 20, 2010

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):

Civil engineering services to include design, permitting, bidding/negotiation and construction phase services on a per project basis. Work is anticipated to include water, sewer, paving, grading and drainage related services.

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 name of any such subcontract must be stated.

The undersigned subcontractant understands that the provision of this form to prime consultant does not prevent subcontractant from providing quotations to others.

Civil Design, Inc.
(Print name of SBE-M/WBE Subconsultants)

By: [Signature]
(Signature)

T. Jeff Trompeter, President
(Print name/title of person executing on behalf of SBE-M/WBE Subconsultant)

Date: 9/10/10

SCHEDULE # 2

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

PROJECT NAME: Professional Consulting Services - Architectural/Engineering for Various Projects

TO: Leo A Daly
(Name of Prime Consultant)

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

Small Business Enterprise _____ Minority Business Enterprise X
Black _____ Hispanic X Women X Caucasian _____ Other (Please Specify) _____

Date of Palm Beach County Certification: N/A

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):

Structural Engineering

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 name of any such subcontract must be stated.

The undersigned subconsultant understands that the provision of this form to prime consultant does not prevent subconsultant from providing quotations to others.

Martinez Engineering Group, Inc.
(Print name of SBE-M/WBE Subconsultants)

By: _____
(Signature)

Josefina P. Martinez/President
(Print name/title of person executing on behalf of SBE-M/WBE Subconsultant)

Date: September 28, 2010

SCHEDULE # 2

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

PROJECT NAME: Professional Consulting Services - Architectural/Engineering for Various Projects

TO: Leo A Daly
(Name of Prime Consultant)

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

Small Business Enterprise _____ Minority Business Enterprise X
Black _____ Hispanic _____ Women X Caucasian _____ Other (Please Specify) _____

Date of Palm Beach County Certification: _____

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):

Landscape Architecture

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 name of any such subcontract must be stated.

The undersigned subcontractant understands that the provision of this form to prime consultant does not prevent subcontractant from providing quotations to others.

Land Design South of Florida, Inc.
(Print name of SBE-M/WBE Subconsultants)

By: 
(Signature)

Karen Bentz
(Print name/title of person executing on behalf of SBE-M/WBE Subconsultant)

Date: September 27, 2010

SCHEDULE # 2

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

PROJECT NAME: Architectural/Engineering Services for the Design, Permitting and Construction Administration of Various Architectural Projects

TO: Leo A Daly

(Name of Prime Consultant)

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

Small Business Enterprise X Minority Business Enterprise X

Black X Hispanic Women Caucasian Other (Please Specify)

Date of Palm Beach County Certification: January 25, 2010

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):

I and Surveying Services

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 name of any such subcontract must be stated.

The undersigned subconsultant understands that the provision of this form to prime consultant does not prevent subconsultant from providing quotations to others.

Brown & Phillips, Inc.

(Print name of SBE-M/WBE Subconsultants)

By: [Signature]
(Signature)

John E. Phillips, III
President

(Print name/title of person executing on behalf of SBE-M/WBE Subconsultant)

Date: September 27, 2010

SCHEDULE # 2

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

PROJECT NAME: RFP for Professional Consulting Services - Architectural/Engineering for Various Projects

TO: Leo A. Daly
(Name of Prime Consultant)

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

Small Business Enterprise X Minority Business Enterprise X
Black Hispanic Women Caucasian Other (Please Specify) X (Asian)

Date of Palm Beach County Certification: February 4, 2009 – February 3, 2012

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):

Geotechnical Engineering Services

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 name of any such subcontract must be stated.

The undersigned subconsultant understands that the provision of this form to prime consultant does not prevent subconsultant from providing quotations to others.

Tierra South Florida, Inc.
(Print name of SBE-M/WBE Subconsultants)

By: [Signature]
(Signature)

Raj Krishnasamy, P.E. / President
(Print name/title of person executing on behalf of SBE-M/WBE Subconsultant)

Date: 9/27/10

SCHEDULE # 2

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

PROJECT NAME: Professional Consulting Services - Architectural/Engineering for Various Projects

TO: Leo A Daly
(Name of Prime Consultant)

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

Small Business Enterprise X Minority Business Enterprise X
Black Hispanic X Women Caucasian Other (Please Specify)

Date of Palm Beach County Certification: March 2, 2011

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):

Cost Estimating Services

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 name of any such subcontract must be stated.

The undersigned subcontractant understands that the provision of this form to prime consultant does not prevent subcontractant from providing quotations to others.

CHS CONSULTANTS, INC.
(Print name of SBE-M/WBE Subconsultants)

By: [Signature]
(Signature)

Luis A. Olivares, P.E.
(Print name/title of person executing on behalf of SBE-M/WBE Subconsultant)

Date: September 27, 2010

EXHIBIT D – INSURANCE CERTIFICATEs



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/7/2012

12/20/2010

PRODUCER
 Lockton Companies, LLC-1 Kansas City
 444 W. 47th Street, Suite 900
 Kansas City MO 64112-1906
 (816) 960-9000

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED
 1079765 LEO A DALY COMPANY
 1400 CENTREPARK BLVD., SUITE 500
 WEST PALM BEACH FL 33401

INSURERS AFFORDING COVERAGE	NAIC #
INSURER A: Continental Casualty Company	20443
INSURER B: Valley Forge Insurance Company	20508
INSURER C: St Paul Fire and Marine Insurance Co	24767
INSURER D: National Fire Insurance Co of Hartford	20478
INSURER E:	

COVERAGES LEOAD01 PC

THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER AND THE CERTIFICATE HOLDER.

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR ADD'L LTR	INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
D		GENERAL LIABILITY	1015651942	1/1/2011	1/1/2012	EACH OCCURRENCE \$ 1,000,000
		<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY				DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
		<input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR				MED EXP (Any one person) \$ 5,000
		GEN'L AGGREGATE LIMIT APPLIES PER:				PERSONAL & ADV INJURY \$ 1,000,000
		<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC				GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMP/OP AGG \$ 2,000,000
A		AUTOMOBILE LIABILITY	1015651956	1/1/2011	1/1/2012	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
		<input checked="" type="checkbox"/> ANY AUTO				BODILY INJURY (Per person) \$ XXXXXXXX
		<input checked="" type="checkbox"/> ALL OWNED AUTOS				BODILY INJURY (Per accident) \$ XXXXXXXX
		<input type="checkbox"/> SCHEDULED AUTOS				PROPERTY DAMAGE (Per accident) \$ XXXXXXXX
		<input checked="" type="checkbox"/> HIRED AUTOS				
		<input checked="" type="checkbox"/> NON-OWNED AUTOS				
		GARAGE LIABILITY	NOT APPLICABLE			AUTO ONLY - EA ACCIDENT \$ XXXXXXXX
		<input type="checkbox"/> ANY AUTO				OTHER THAN EA ACC \$ XXXXXXXX
						AUTO ONLY: AGG \$ XXXXXXXX
C		EXCESS / UMBRELLA LIABILITY	QK08001046	1/1/2011	1/1/2012	EACH OCCURRENCE \$ 25,000,000
		<input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE				AGGREGATE \$ 25,000,000
		<input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> UMBRELLA FORM				\$ XXXXXXXX
		<input checked="" type="checkbox"/> RETENTION \$ 10,000				\$ XXXXXXXX
						\$ XXXXXXXX
B B B		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	1015651973 (AOS) 1063334422 (CA) 2076231879 (DC)	1/1/2011 1/1/2011 1/1/2011	1/1/2012 1/1/2012 1/1/2012	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER
		ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)				E.L. EACH ACCIDENT \$ 1,000,000
		If yes, describe under SPECIAL PROVISIONS below				E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
		OTHER				E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
 RE: PALM BEACH COUNTY VARIOUS PROJECTS. PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA, ITS OFFICERS, EMPLOYEES AND AGENTS ARE ADDITIONAL INSUREDS AS RESPECTS TO GENERAL AND AUTO LIABILITY, AS REQUIRED BY WRITTEN CONTRACT.

CERTIFICATE HOLDER**CANCELLATION** [D462367]

11099081
 PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS
 C/O CAPITAL IMPROVEMENTS DIVISION
 2633 VISTA PARKWAY
 WEST PALM BEACH FL 33411-5604

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2009/01)

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The ACORD name and logo are registered marks of ACORD

For questions regarding this certificate, contact the number listed in the 'Producer' section above and specify the client code 'LEOAD01'.

POLICY NO. 1015651942

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.
BLANKET ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE (OPTIONAL)

**Name of Additional Insured Person(s)
Or Organizations**

**PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS, A POLITICAL
SUBDIVISION OF THE STATE OF FLORIDA, ITS OFFICERS, EMPLOYEES AND
AGENTS**

(As required by written contract/agreement per Paragraph A. below.)

Locations(s) of Covered Operations

**(As per the written contract/agreement, provided the location is with
in the "coverage territory" of this Coverage Part.)**

**(Coverage under this endorsement is not affected by an entry or
lack of entry in the Schedule above.)**

- A. Section II-Who Is An Insured is amended to include as an additional insured any person (s) or organizations (s), including any person or organization shown in the Schedule above, whom you are required to add as an additional insured on this coverage Part under a written contract or written agreement, provided:**
- a. The written contract or written agreement was executed prior to:**
 - 1. The "bodily injury" or "property damage"; or**
 - 2. The offense that caused the "personal and advertising injury" for which the additional insured seeks coverage under this Coverage Part; and**
 - b. The written contract or written agreement pertains to your ongoing operations or "your work" for the additional insured(s).**

- B. The insurance provided to the additional insured is limited as follows:
1. The person or organization is an additional insured only with respect to liability for "bodily injury", "property damage", or "personal and advertising injury" caused in whole or in part by :
 - a. Your acts or omissions; or
 - b. The acts or omissions of those acting on your behalf in the performance of your ongoing operations for the additional insured(s) or
 - c. "Your work" that is included in the "products-completed operations hazard" and performed for the additional insured, but only if this Coverage Part provides such coverage, and only if the written contract or written agreement requires you to provide the additional insured such coverage.
 2. However, we will not provide the additional insured any broader coverage or any higher limit of insurance than the least of those:
 - a. Required by the written contract or written agreement;
 - b. Described in B.1. above; or
 - c. Afforded to you under. this policy.
 3. This insurance is excess of all other insurance available to the additional insured, whether primary, excess, contingent or on any other basis, unless the written contract or agreement requires this insurance to be primary. In that event, this insurance will be primary relative to insurance which covers the additional insured as a named insured. We will not require contribution from such insurance if the written contract or written agreement also requires that this insurance be non-contributory. But with respect to all other insurance under which the additional insured qualifies as an insured or additional insured, this insurance will be excess.
 4. The insurance provided to the additional insured terminates when your operations for the additional insured are complete. But if the written contract or written agreement specifies a date until which this insurance must apply, then this insurance terminates:
 - a. On the date specified in the written contract or written agreement; or
 - b. When this policy expires or is cancelled, whichever occurs first.
- C. With respect to the insurance afforded to the additional insured, the following additional exclusions apply.
- This insurance does not apply to:
1. "Bodily injury," "property damage," or "personal and advertising injury" arising out of the rendering of, or the failure to render, any professional architectural, engineering, or surveying services, including:
 - a. The preparing, approving, or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
 - b. Supervisory, inspection, architectural or engineering activities.
 2. "Bodily injury," "property damage," or "personal and advertising injury arising

out of any premises or work for which the additional insured is specifically listed as an additional insured on another endorsement attached to this Coverage Part.

D. SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS is amended as follows:

1. The Duties In The Event of Occurrence, Offense, Claim or Suit condition is amended to add the following additional conditions applicable to the additional insured:

An additional insured under this endorsement will as soon as practicable:

- (1) Give us written notice of an "occurrence" or an offense which may result in a claim or "suit" under this insurance, and of any claim or "suit" that does result;
- (2) Tender the defense and indemnity of any claim or "suit" to any other insurer or self insurer whose policy or program applies to a loss we cover under this Coverage Part;
- (3) Except as provided in Paragraph B.3 of this endorsement, agree to make available any other insurance the additional insured has for a loss we cover under this Coverage Part; and
- (4) Send us copies of all legal papers received, and otherwise cooperate with us in the investigation, defense, or settlement of the claim or "suit".

We have no duty to defend or indemnify an additional insured under this endorsement until we receive from the additional insured written notice of a claim or "suit".

2. With respect only to the insurance provided by this endorsement, the first sentence of Paragraph 4.a. of the Other Insurance Condition is deleted and replaced with the following:

4. Other Insurance

a. Primary Insurance

This insurance is primary and non-contributory except when rendered excess by this endorsement, or when Paragraph b. below applies.

E. The provisions of the written contract or written agreement do not in any way broaden or amend this Coverage Part.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/10/2011

12/14/2010

PRODUCER Lockton Companies, LLC-1 Kansas City
444 W. 47th Street, Suite 900
Kansas City MO 64112-1906
(816) 960-9000

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED LEO A DALY COMPANY
1057787 1400 CENTREPARK BLVD., SUITE 500
WEST PALM BEACH FL 33401

INSURERS AFFORDING COVERAGE

NAIC #

INSURER A: Continental Casualty Company

20443

INSURER B:

INSURER C:

INSURER D:

INSURER E:

COVERAGES LEOAD01 PC

THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER AND THE CERTIFICATE HOLDER.

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L NSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS
		GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> OCCUR _____ GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX DAMAGE TO RENTED PREMISES (Ea occurrence) \$ XXXXXXXX MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ XXXXXXXX GENERAL AGGREGATE \$ XXXXXXXX PRODUCTS - COM/OP AGG \$ XXXXXXXX
		AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS _____	NOT APPLICABLE			COMBINED SINGLE LIMIT (Ea accident) \$ XXXXXXXX BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO	NOT APPLICABLE			AUTO ONLY - EA ACCIDENT \$ XXXXXXXX OTHER THAN EA ACC AGG \$ XXXXXXXX
		EXCESS / UMBRELLA LIABILITY <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> UMBRELLA FORM RETENTION \$ _____	NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX AGGREGATE \$ XXXXXXXX _____ \$ XXXXXXXX _____ \$ XXXXXXXX
		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under SPECIAL PROVISIONS below	NOT APPLICABLE			<input type="checkbox"/> Y <input type="checkbox"/> N WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER
A		OTHER PROFESSIONAL LIABILITY	CIH 00 616 13 40	6/10/2010	6/10/2011	\$5,000,000 EACH CLAIM AND IN THE ANNUAL AGGREGATE

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS
RE: PALM BEACH COUNTY VARIOUS PROJECTS. KNOWLEDGE DATE: 06/10/1989.

CERTIFICATE HOLDER

11099083
PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS
C/O CAPITAL IMPROVEMENTS DIVISION
2633 VISTA PARKWAY
WEST PALM BEACH FL 33411-5604

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2009/01)

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For questions regarding this certificate, contact the number listed in the 'Producer' section above and specify the client code 'LEOAD01'.

EXHIBIT E

CONFLICT OF INTEREST DISCLOSURE FORM

ARCHITECT represents that it presently has no interest, either direct or indirect, which would or could conflict in any manner with the performance of services for the County, except as follows:

(Attach additional sheets as needed.)

ARCHITECT further represents that no person having any interest shall be employed for said performance. By signing below, ARCHITECT certifies that the information contained herein is true and correct and constitutes all current potential conflicts of interest which may influence or appear to influence ARCHITECT'S judgment or quality of services being provided to the County.

ARCHITECT shall promptly notify the COUNTY in writing by certified mail of all potential conflicts of interest that may arise in the future through any prospective business association, interest or other circumstance which may influence or appear to influence ARCHITECT'S judgment or quality of services being provided to the County. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that ARCHITECT may undertake and request an opinion of the COUNTY as to whether the association, interest or circumstance would, in the opinion of the COUNTY, constitute an unacceptable conflict of interest if entered into by the ARCHITECT.

If, in the sole opinion of the COUNTY, the prospective business association, interest or circumstance of ARCHITECT would constitute an unacceptable conflict of interest to the COUNTY, the COUNTY shall so state in the notification and the ARCHITECT shall not enter into said association, interest or circumstance.

THIS DISCLOSURE is submitted by _____, as
(Name of Individual)

_____, of _____
(Title/Position) (Firm Name of Architect)

who hereby certifies that the information stated above is true and correct. Further, it is hereby acknowledged that any misrepresentation by the Consultant on this Disclosure is considered an unethical business practice and is grounds for sanctions against future County business with the Consultant.

(Signature)

(Date)