

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

Meeting Date: August 14, 2012 Consent [X] Regular [ ]  
Public Hearing [ ]

Department : Water Utilities Department

I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to approve: Consultant Services Authorization No. 18 to the General Utility, Architectural and Value Engineering Services Contract with Mathews Consulting, Inc. (R2011-0633) for design of the Northern Region Operation Center (NROC) Phase 1 Operations and Maintenance Building in the amount of \$122,763.80.

**Summary:** On May 3, 2011, the Palm Beach County Board of County Commissioners approved the continuing Contract for Utility, Architectural and Value Engineering Services with Mathews Consulting, Inc. (R2011-0633) to obtain engineering/professional service for utility related projects. Consultant Services Authorization No. 18 will provide final design plans to construct the first phase of the Operations and Maintenance Building for the Zone 5 utility crews which serve the Village of Royal Palm Beach and Indian Trails Improvement District. The Small Business Enterprise (SBE) participation goal established by the SBE Ordinance (R2002-0064) is 15% overall. The contract with Mathews Consulting, Inc. provides for SBE participation of 55% overall. This Authorization includes 77.68% overall participation. The cumulative SBE participation, including this Consultant Services Authorization is 43.41% overall. Mathews Consulting, Inc. is a Palm Beach County and certified SBE company. (WUD Project No. 11-012) District 6 (JM)

**Background and Justification:** The NROC site was acquired as part of the Village of Royal Palm Beach Utility Purchase and Sale Agreement (R2006-0410). A permanent hardened structure will replace the current temporary trailers.

**Attachments:**

- 1. Location Map
- 2. Two (2) Original Consultant Services Authorization No. 18

Recommended By:  7/10/12  
Department Director Date

Approved By:  7/16/12  
Assistant County Administrator Date

**II. FISCAL IMPACT ANALYSIS**

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

<b>Fiscal Years</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
Capital Expenditures	<u>\$122,764</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
External Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Program Income (County)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In-Kind Match County	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>NET FISCAL IMPACT</b>	<u><b>\$122,764</b></u>	<u><b>0</b></u>	<u><b>0</b></u>	<u><b>0</b></u>	<u><b>0</b></u>
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	<u><b>0</b></u>	<u><b>0</b></u>	<u><b>0</b></u>	<u><b>0</b></u>	<u><b>0</b></u>
<b>Budget Account No.:</b>	<b>Fund <u>4011</u></b>	<b>Dept <u>721</u></b>	<b>Unit <u>W000</u></b>	<b>Object <u>6502</u></b>	

Is Item Included in Current Budget?      Yes X      No     

Reporting Category N/A

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

One (1) time operating expenditure from the user fees and balance brought forward

**C. Department Fiscal Review:** Debra M. West

**III. REVIEW COMMENTS**

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

<p><u><i>[Signature]</i></u> OFMB 7/12/12</p>	<p><u><i>[Signature]</i></u> 7/13/12 Contract Development and Control 7-13-12 B. Wheeler</p>
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**B. Legal Sufficiency:**

*[Signature]* 7/16/12  
Assistant County Attorney

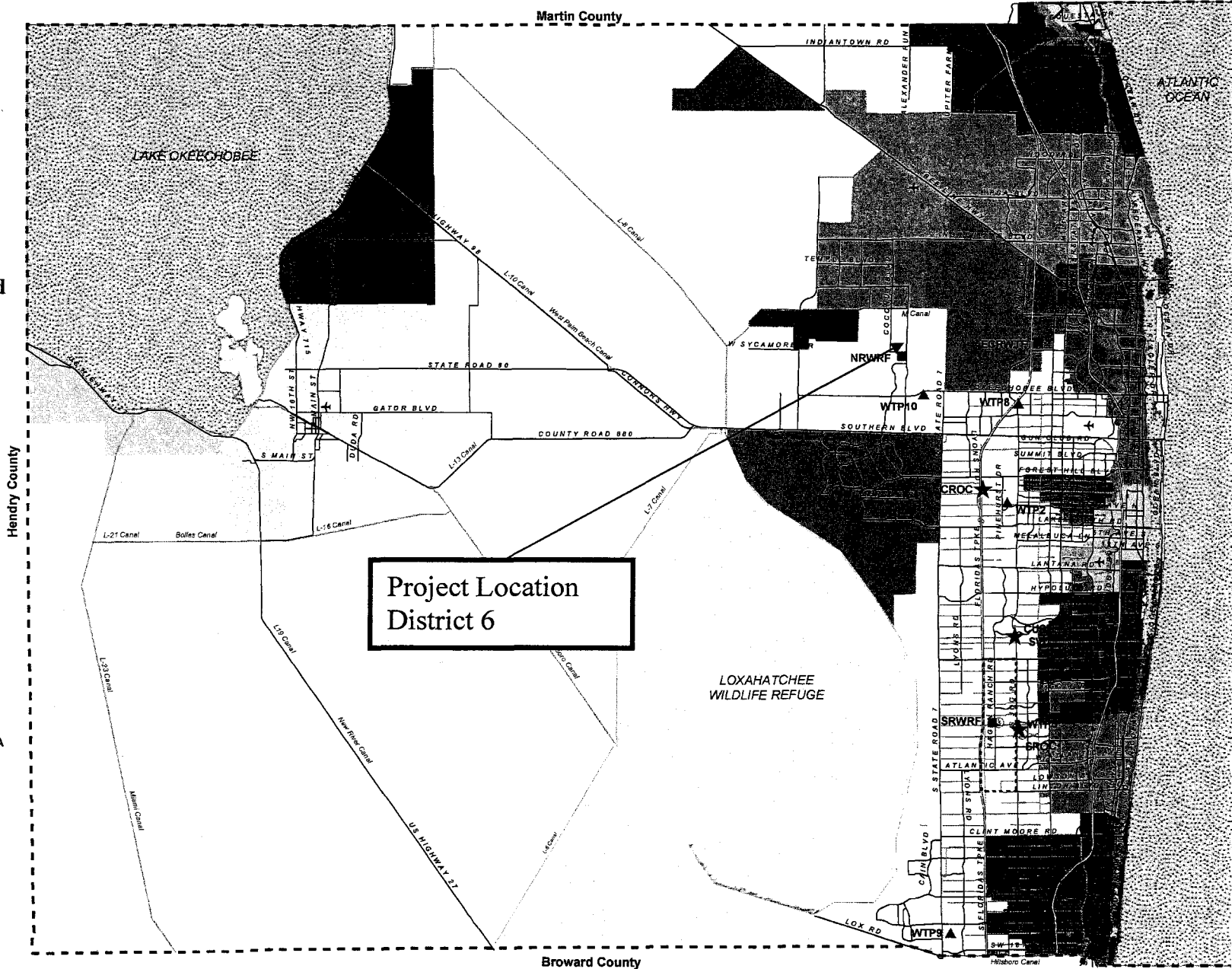
**C. Other Department Review:**

\_\_\_\_\_  
Department Director

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



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



Legend

- P.B.C.W.U.D. SA
- MANDATORY RECLAIMED SA
- - - - - Palm Beach County Limits
- ★ Administration
- Water Reclamation Facility
- ▲ Water Treatment Facility
- ⊕ Wetlands



NOT TO SCALE

CONSULTANT SERVICES AUTHORIZATION NO. 18

Project No. WUD 11-012  
Budget Line Item No. 4011-721-W000-6502

Project Title Northern Region Operations Center (NROC) Design Services for Initial O&M Building

District No.: 6

THIS AUTHORIZATION # 18 to the Contract for Consulting/Professional Services dated May 3, 2011 with an effective date of June 3, 2011 (Resolution/Document R-2011-0633), by and between Palm Beach County and the Consultant identified herein, is for the Consultant Services described in Item 3 of this Authorization. The Contract provides for 55% SBE participation overall. This Consultant Services Authorization includes 77.68% overall participation. The cumulative SBE participation, including this authorization is 43.41% overall. Additional authorizations will be utilized to meet or exceed the stated overall participation goal.

1. CONSULTANT: Mathews Consulting, Inc.
  2. ADDRESS: 477 S. Rosemary Avenue, Suite 330, West Palm Beach, Florida 33401
  3. Description of Services to be provided by the Consultant:  
Provide preliminary through final design services for the O&M Building (5,500 SF Initial Phase) and the submersible wastewater lift station to be constructed on the NROC site.
- See EXHIBIT "A".
4. Services completed by the Consultant to date:  
See EXHIBIT "B" and "C".
  5. Consultant shall begin work promptly on the requested services.
  6. The compensation to be paid to the Consultant for providing the requested services shall be:
    - A. Computation of time charges plus expenses, not to exceed \$ XXX
    - B. Fixed price of \$ 122,763.80

PROJECT NO. 11-012 AUTHORIZATION NO. 18

Budget Line Item No. 4011-721-W000-6502

7. This Authorization may be terminated by the County without cause or prior notice. In the event of termination not the fault of the Consultant, the Consultant shall be compensated for all services performed through the date of termination, together with reimbursable expenses (if applicable) then due.
8. EXCEPT AS HEREBY AMENDED, CHANGED OR MODIFIED, all other terms, conditions and obligations of the Contract dated May 3, 2011 with an effective date of June 3, 2011 remain in full force and effect.

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

**CONSULTANT:**

**PALM BEACH COUNTY  
A POLITICAL SUBDIVISION OF THE  
STATE OF FLORIDA  
BOARD OF COUNTY COMMISSIONERS  
OF PALM BEACH COUNTY, FLORIDA**

FIRM: MATHEWS CONSULTING, INC.

Shelley Vana, Chair *BVB*

Signed: 

Typed Name: Rene L. Mathews, P.E.

Title: President

Date: 5-1-12

ATTEST:

Sharon R. Bock, Clerk & Comptroller

ATTEST:



(Deputy Clerk)

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

(County Attorney)

## EXHIBIT A

### CONSULTANT SERVICE AUTHORIZATION NO. 18

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

#### SCOPE OF WORK

#### Northern Region Operations Center (NROC) Design Services for Initial O&M Building

#### INTRODUCTION

Palm Beach County (COUNTY) entered into an agreement entitled Contract for Engineering/ Professional Services - Palm Beach County Water Utilities Department Project No. WUD 11-004 (CONTRACT) with Mathews Consulting, Inc. (MC or CONSULTANT) to provide engineering services for various general activities on May 3, 2011 with an effective date of June 2, 2008 (Reference Document R-2011-0633). This Consultant Service Authorization will be performed under that CONTRACT.

#### BACKGROUND

Under the previous CSA #38 (R2008-0529), MC was authorized to proceed with the preparation of the overall NROC Site Plan and submittal to the Village of Royal Palm Beach (VRPB) for review and approval. The Preliminary Design Report for the O&M Building was completed, and the Site Civil and Landscape plans, specifications and construction cost estimate were completed to the 90% design stage.

Based upon budgetary restrictions and the preliminary cost estimates provided by MC, PBCWUD has decided to construct the O&M Building in two phases – an initial phase and a future phase.

This CSA includes the design and preparation of the 60%, 90% and 100% bid plans, specifications and construction cost estimates for the initial phase of the O&M Building. MC and its sub-consultants shall provide design services to include building civil, architectural, structural, electrical (building and site lighting), HVAC/plumbing and geotechnical disciplines for the initial 5,515 square foot O&M Building. The design shall also include a duplex, submersible wastewater lift station to serve the building. Permit application for construction of the lift station shall be made to the PBCHD, and application for the Engineering Permit shall be made to the VRPB.

## SCOPE OF SERVICES

### **Task 1: Final Bid Plans, Specifications and Cost Estimate**

- 1.1 Based upon the approved preliminary layout and design concepts presented in the Final Preliminary Design Report (CSA #38 R-2008-0529), MC and its sub-consultants shall prepare 60% design documents consisting of drawings and specifications for the O&M Building initial phase. The design shall include architectural, fire protection, structural, mechanical, plumbing and electrical (building and site lighting), and a new submersible wastewater lift station. The design will include card swipe access control at the building doors as per the County's access control standards. The existing electrical and emergency power systems at the PS #4100 will be reviewed and the design will assume service for the O&M Building will be provided from the PS #4100. Provision will be made for future video camera security and future integration with the County's telemetry system. The design will comply with the Palm Beach County Facilities Development and Operations Department's *Policy and Procedures Manual for Design Professionals*, dated May 2009, including the requirements for meeting or exceeding the Florida Energy Efficiency Code.

MC shall prepare an Opinion of Cost based on the 60% level of design.

MC shall submit five (5) sets of the 60% design documents (full scale drawings) and a copy in .pdf format and technical specifications for review. The 60% design documents shall include the O&M Building drawings as well as the site civil drawings for reference purposes. (The preparation of the 60% design plans for the site civil improvements (except for the area immediately adjacent to the building) is included in the original scope of work, and thus is not included as additional services in this Amendment.)

- 1.2 MC and design team shall attend one meeting with PBCWUD staff to review and discuss the 60% submittal.
- 1.3 Upon receipt of 60% comments from PBCWUD, MC shall prepare 90% design documents consisting of drawings and specifications for the proposed improvements. The 90% design documents will include front end contract documents as provided by PBCWUD.

The color and interior finish selections shall be made by PBCWUD and incorporated into the design. A color selection board shall be provided to PBCWUD in order to assist in the selection process.

MC shall prepare an Opinion of Cost based on the 90% level of design.

MC shall submit five (5) sets of the 90% design documents (full scale drawings) and a copy in .pdf format and technical specifications for review.

- 1.4 MC and design team shall attend one meeting with PBCWUD staff to review and discuss the 90% submittal.
- 1.5 Upon receipt of 90% comments from PBCWUD, MC shall prepare 100% design documents (bidding documents) consisting of drawings, specifications and cost estimate for the proposed improvements.

MC shall provide five (5) copies of the final contract documents (full size drawings) and a copy in .pdf format for PBCWUD's use.

- 1.6 MC shall provide project management coordination for the design project, including scheduling and conducting meetings between PBCWUD staff and the design team, team coordination for receipt of comments, addressing comments, design drawings, specifications and cost estimate submittals, etc.

**Task 2: Permit Applications**

MC shall provide technical criteria, written descriptions, and design data for completing the permit application for governmental authorities having jurisdiction over the project.

- 2.1 MC shall prepare and submit a permit application to the Palm Beach County Health Department for design and construction approval of the wastewater lift station and associated gravity sewer piping.

MC shall assist in consultations with the appropriate regulatory agencies, including attendance at up to one (1) review meeting with each agency staff.

- 2.2 MC shall prepare and submit an Engineering Permit Application to the Village of Royal Palm Beach for the lift station and for any miscellaneous site work improvements related to utility service connections and pavement/sidewalk installation to the face of the proposed O&M Building

MC shall assist in consultations with the appropriate regulatory agencies, including attendance at up to one (1) review meeting with each agency staff.

**Task 3: Bidding Phase**

- 3.1 MC shall reproduce plans and specifications for the construction contract package and distribute same to bidders and plan rooms. Reproduction, handling and postage to be included in the cost of plans to bidders with a not to exceed cost of \$100.00 per bid set. MC shall provide plans and specifications to plan rooms at no cost.
- 3.2 MC shall attend a pre-bid meeting and provide a written summary of the issues discussed pertaining to the project.
- 3.3 MC shall issue addenda and answer questions from prospective bidders.
- 3.4 MC shall review and tabulate bids; report results to PBCWUD; check references and make recommendations, if warranted, for the award of the construction contract.
- 3.5 MC will provide PBCWUD a conformed "As Bid" master copy of the contract documents, electronic files on CD for all drawing files and specifications, and reproducible full-size drawings.



3.6 MC will provide up to 10 sets of conformed "As Bid" documents to the Contractor for his use during construction. MC will provide up to 6 sets of conformed "As Bid" documents to the County for staff's use during construction.

**ASSUMPTIONS**

1. Scope of work does not include property search or acquisition services, Phase 1 or 2 environmental studies, traffic studies or offsite roadway improvements.
2. The design plans shall be prepared on the NAVD 1988 Datum.
3. The scope of work does not include preparation of documentation or application for LEED credits or LEED certification for the project.
4. Application for Palm Beach County Fire Rescue review for life safety is not included. It is assumed that this review will be conducted during the Building Permit application. The Contractor shall be responsible for submitting the Building Permit application.
5. PBCWUD shall be responsible to pay for all permit and application fees.
6. All design drawings shall be prepared in AutoCad v. 2011 format.
7. Palm Beach County Water Utility Minimum Engineering Standards (2012) will be incorporated into the water and wastewater system design.
8. The scope of services does not include application for Building Permit from the Village of Royal Palm Beach.
9. The County will prepare the required O&M Building site specific landscaping and irrigation drawings, specifications and cost estimates for incorporation into the overall bidding documents by MC.
10. Construction administration services are not included in this Authorization.

**COMPENSATION**

COUNTY agrees to pay MC a fee of \$122,763.80 for the scope of services to be invoiced under the payment terms and conditions of the CONTRACT by the Lump Sum method of payment. A further breakdown of the fee is as follows and as shown in Attachment A.

<b>Task</b>	<b>Fee Subtotal</b>
Task1 – Prepare bid documents, technical specifications, cost estimates, review meetings with PBCWUD for O&M Building	\$ 101,440.85
Task 2 – Permit Applications	\$ 3,719.95
Task 3 – Bidding Services	\$ 12,803.00
Reimbursables	<u>\$ 4,800.00</u>
<b>TOTAL</b>	<b>\$122,763.80</b>

**M/WBE PARTICIPATION**

As described in Section 7.5 of the Contract, SBE participation is included in Attachment C under this Authorization. The attached Schedule 1 defines the SBE participation.

<b>ATTACHMENT – A</b>	<b>Budget Summary</b>
<b>ATTACHMENT – B</b>	<b>Project Schedule</b>
<b>ATTACHMENT – C</b>	<b>M/WBE Schedules 1&amp;2</b>
<b>ATTACHMENT – D</b>	<b>Location Map</b>

**ATTACHMENT A**  
**CSA #18 - Final Design Services - Initial Configuration O&M Building**  
**Budget Summary**

Task No.	Task Description	Labor Classification and Hourly Rates							Total Labor	Sub-Consultant Services
		Principal 1 \$51.00	Principal 2 \$51.00	Engineer \$38.00	Senior Eng Tech \$36.00	Resident Engineer \$37.00	Technical Typist \$22.00			
<b>1</b>	<b>Design Plans &amp; Specs-Initial O&amp;M Bldg</b>									
1.1	Prepare 60% plans, specs & cost estimate	14	2		14		4	\$1,408.00		
1.2	Review meeting with PBCWUD	4						\$204.00		
1.3	Prepare 90% plans, specs & cost estimate	12	2		12		4	\$1,234.00		
1.4	Review meeting with PBCWUD	4						\$204.00		
1.5	Prepare Bid plans, specs & cost estimate	7	2		12		8	\$1,067.00		
1.6	Project Management	30	10				8	\$2,216.00		
	<i>Sub-consultant Colome' &amp; Assoc (Architect)</i>									\$34,390.00
	<i>Sub-consultant JLRD Inc. (MEP &amp; Site Elect)</i>									\$23,200.00
	<i>Sub-consultant Bridge Design (Structural)</i>									\$13,455.00
	<i>Sub-consultant DET, Inc. (Geotech)</i>									\$4,190.00
	<b>Subtotal</b>	<b>71</b>	<b>16</b>	<b>0</b>	<b>38</b>	<b>0</b>	<b>24</b>	<b>\$6,333.00</b>		<b>\$75,235.00</b>
<b>2</b>	<b>Permit Application</b>									
2.1	PBCWUD - WW Permit Application	8					2	\$452.00		
2.2	VRPB - Engineering Permit	15					2	\$809.00		
	<b>Subtotal</b>	<b>23</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>\$1,261.00</b>		<b>\$0.00</b>
<b>3</b>	<b>Bidding Services</b>									
3.1	Distribute Bid Plans and Specifications to Bidders	4	4				20	\$848.00		
3.2	Attend PreBid Meeting. Prepare Minutes	4	4					\$408.00		
3.3	Issue Addenda	10	6				4	\$904.00		
3.4	Review Bid Tab, Make Recommendation of Award	6	6					\$612.00		
3.5	Prepare Conformed "As-Bid" Documents	8	8		16		8	\$1,568.00		
	<b>Subtotal</b>	<b>32</b>	<b>28</b>	<b>0</b>	<b>16</b>	<b>0</b>	<b>32</b>	<b>\$4,340.00</b>		<b>\$0.00</b>
	Labor Subtotal Hours	126	44	0	54	0	60			\$75,235.00
	Labor Raw Costs	\$6,426.00	\$2,244.00	\$0.00	\$1,944.00	\$0.00	\$1,320.00	\$11,934.00		
	Labor Multiplier	2.95	2.95	2.95	2.95	2.95	2.95			
	Labor Subtotal	\$18,956.70	\$6,619.80	\$0.00	\$5,734.80	\$0.00	\$3,894.00	\$35,205.30		
	<b>Labor Total Costs</b>	<b>\$35,205.30</b>								
	Subconsultant Costs Total	\$75,235.00								
	Subconsultant Multiplier	1.1								
	<b>Subconsultant Total</b>	<b>\$82,768.50</b>								
	Reimbursable Expenses	\$4,800.00								
	<b>Project Total</b>	<b>\$122,763.80</b>								

# ATTACHMENT - B

## PROJECT SCHEDULE

The completion dates for this work will be as follows (starting from MC'S receipt of Notice-to-Proceed).

<u>Task</u>	<u>Completion Date from NTP</u>
Task 1 – O&M Building Final Design	20 weeks
Task 2 – Permit Applications	26 weeks
Task 3 – Bidding Services	34 weeks

**ATTACHMENT C**

SCHEDULE #1

LIST OF PROPOSED SBE-M/WBE PRIME/SUBCONTRACTORS

PROJECT NAME: NROC O&M Complex Final Design PROJECT NUMBER: WUD 11-012  
 NAME OF PRIME BIDDER: Mathews Consulting, Inc. ADDRESS: 477 S. Rosemary Ave., Suite 330, West Palm Beach, FL 33401  
 CONTACT PERSON: Rene L. Mathews PHONE NO. 561-655-6175 FAX NO. 561-655-6179  
 BID OPENING DATE: N/A DEPARTMENT Water Utilities

**PLEASE IDENTIFY ALL APPLICABLE CATEGORIES**

Name, Address and Telephone Number of Minority Contractor	(Check one or both Categories)		Dollar Amount				
	Minority Business	Small Business	Black	Hispanic	Women	Caucasian	Other (Please Specify)
Mathews Consulting, Inc. 477 S. Rosemary Ave. Suite 330 West Palm Beach, FL 33401	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$	\$	\$ 47,528.80	\$	\$
Colome' & Associates, Inc. 530 24th Street West Palm Beach, FL 33407	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$	\$	\$ 34,390.00	\$	\$
Bridge Design Associates 1402 Royal Palm Beach Blvd. Royal Palm Beach, FL 33411	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$	\$	\$ 13,455.00	\$	\$
	<input type="checkbox"/>	<input type="checkbox"/>	\$	\$	\$	\$	\$
				\$	\$	\$	\$
	<input type="checkbox"/>	<input type="checkbox"/>	\$			\$	\$
<b>PRIME CONTRACTOR TO COMPLETE:</b>		<b>TOTAL</b>	\$ -	\$ -	\$ 95,373.80	\$ -	\$ -
<b>BID PRICE:</b> <u>\$122,763.80</u>		<b>Total Value of SBE Participation:</b>	\$	\$	\$ 95,373.80		

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

**PALM BEACH COUNTY  
OFFICE OF SMALL BUSINESS ASSISTANCE**

CERTIFIES THAT

**MATHEWS CONSULTING, INC.**  
VENDOR # MATH0012

*is a Small/Women Business Enterprise as prescribed by section 2-80.21 – 2-80.35 of the Palm Beach County Code for a three year period from August 9, 2010 to August 8, 2013.*

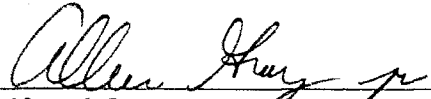
The following Services and/or Products are covered under this certification:

**CIVIL ENGINEERING SERVICES  
ENGINEER SERVICES, PROFESSIONAL  
ENVIRONMENTAL ENGINEERING  
ENVIRONMENTAL PERMITTING SERVICES  
WASTE WATER TREATMENT ENGINEERING**

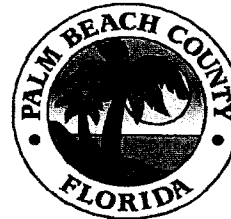
**Palm Beach County Board of County Commissioners**

Burt Aaronson, Chair  
Karen T. Marcus, Vice Chair  
Shelley Vana  
Steven L. Abrams  
Jess R. Santamaria  
Priscilla A. Taylor

**County Administrator**  
Robert Weisman  
**Deputy County Administrator**  
Verdenia C. Baker

  
Hazel Oxendine, Director

8/9/2010



SCHEDULE # 2

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

PROJECT NO. N/A

PROJECT NAME: PBCWUD - NROC O&M Complex

TO: Colome' & Associates, Inc.

(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 X Caucasian \_\_\_\_\_ Other (Please Specify) \_\_\_\_\_

Date of Palm Beach County Certification: January 31, 2007

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

Subconsultant - Professional Architectural Services for Schematic and Construction Document Phases as defined with in the professional services fee proposal dated September 29, 2011.

at the following price \$ \$34,390.00

(Subconsultant's fee)

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 subconsultant, the amount of any such subcontract must be stated: \$ N/A

The undersigned subconsultant understands that the provision of this form to prime consultant does not prevent subconsultant from providing services to other consultants.

Colome' & Associates, Inc.

(Print name of SBE-M/WBE Subconsultant)

By: 

(Signature)

Elizabeth A. G. Colome', President

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

Date: September 29, 2011

**PALM BEACH COUNTY  
OFFICE OF SMALL BUSINESS ASSISTANCE**

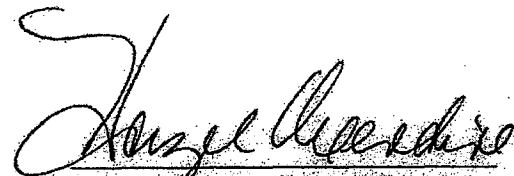
**CERTIFIES THAT  
BOLOME' & ASSOCIATES, INC.**

**VENDOR # VC0000009825**

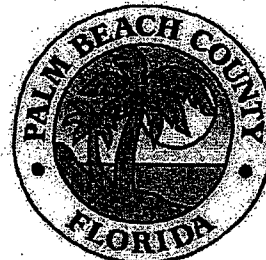
*is a Small /Women Business Enterprise as prescribed by Section 2-80.21 – 2-80.35 of the Palm Beach County Code for a three year period from January 31, 2010 to January 30, 2013.*

The following Services and/or Products are covered under this certification:

**Architect Services, Professional**

  
**Hazel Oxendine, Director**

1.29.2010



**Palm Beach County Board of County Commissioners**

Burt Aaronson, Chairman  
Karen T. Marcus, Vice Chairperson  
Jeff Koons  
Shelley Vana  
Steven L. Abrams  
Jess R. Santamaria  
Priscilla Taylor

**County Administrator**

Robert Weisman

**Deputy County Administrator**

Verdenia C. Baker



**SCHEDULE 2**

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

PROJECT NO. WUD 11-012 PROJECT NAME: NROC O&M Complex

TO: Mathews Consulting, Inc.  
(Name of Prime Bidder)

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

Small Business Enterprise  Minority Business Enterprise

Black  Hispanic  Women  Caucasian  Other (Please Specify)

Date of Palm Beach County Certification: 10/23/2010

The services to be provided include the following- (Please check one.)

Labor and Materials  Materials Only

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

Line Item/Lot No.	Item Description	Qty/Units	Unit Price	Total Price
1	Structural Design Services			\$13,455.00

at the following price or percentage  
\$ 13,455.00  
(Subcontractor's quote)

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

If undersigned intends to sub-subcontract any portion of this subcontract to a non-certified SBE subcontractor, the amount of any such subcontract must be stated: (Price or percentage) \$ \_\_\_\_\_

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

Bridge Design Associates  
(Print name of SBE-M/WBE Subcontractor)

By: [Signature]  
(Signature)

BRIAN C. RHEAULT

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

Date: 10/10/2011

**PALM BEACH COUNTY  
OFFICE OF SMALL BUSINESS ASSISTANCE**

**CERTIFIES THAT**

**BRIDGE DESIGN ASSOCIATES, INC.  
VENDOR # BRID0003**

*is a Small Business Enterprise as prescribed by section 2-80.21 – 2-80.35 of the Palm Beach  
County Code for a three year period from October 24, 2010 to October 23, 2013.*

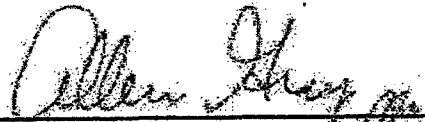
The following Services and/or Products are covered under this certification:

**Engineering Consulting Services  
Structural Engineering Services**

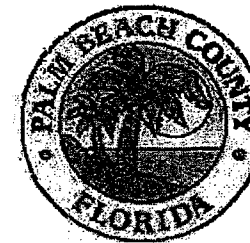
**Palm Beach County Board of County Commissioners**

Burt Aaronson, Chair  
Karen T. Marcus, Vice Chair  
District 2  
Shelley Vana  
Steven L. Abrams  
Jess R. Santamaria  
Priscilla A. Taylor

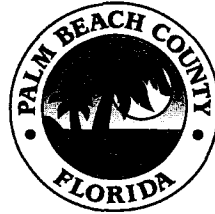
County Administrator  
Robert Weisman  
Deputy County Administrator  
Vardenia C. Baker



**Hazel Oxendine, Director**



08/18/2010



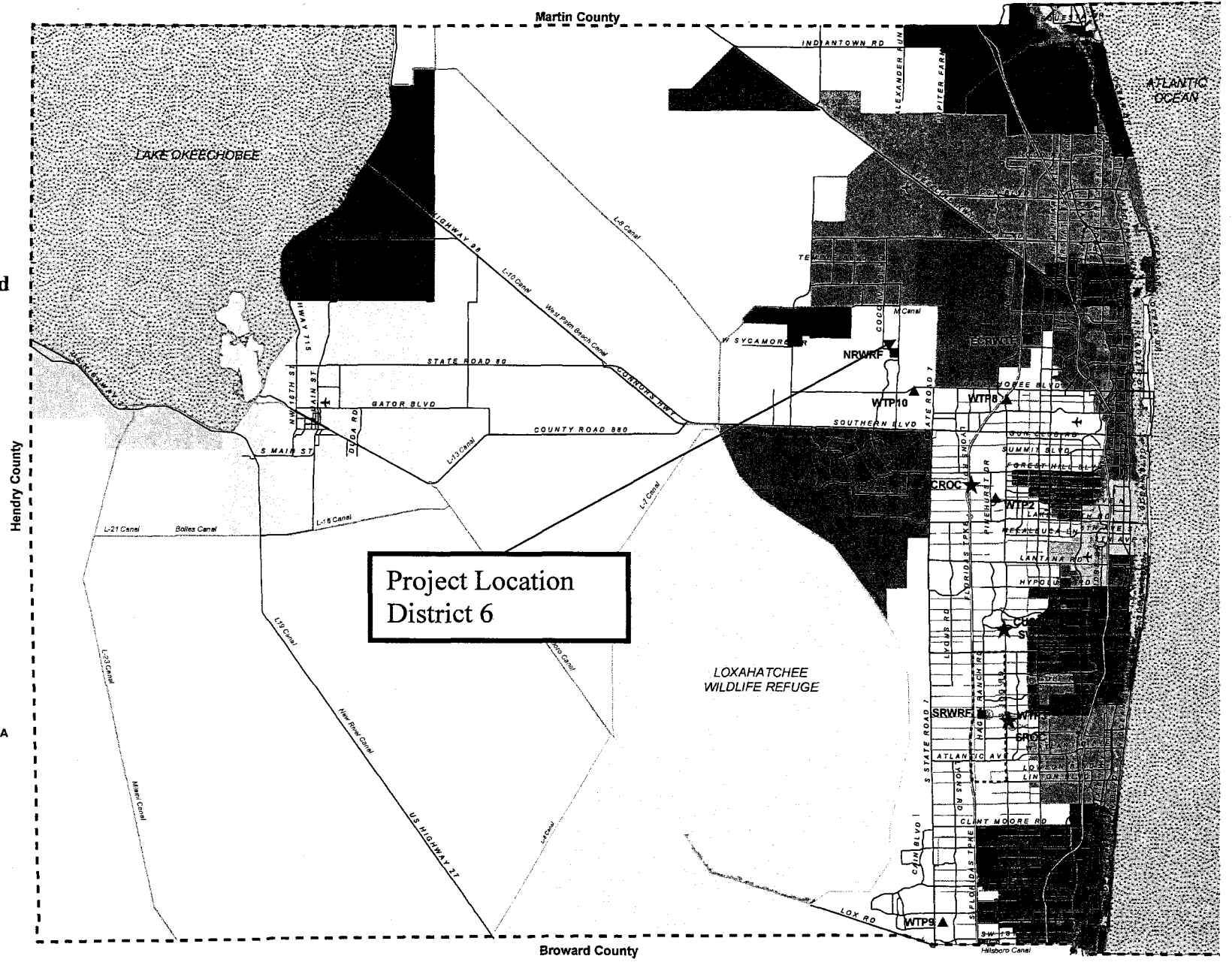
**Palm Beach County  
Water Utilities  
Department  
Service Area (SA) and  
Major Facilities**

**Legend**

- P.B.C.W.U.D. SA
- - - MANDATORY RECLAIMED SA
- - - Palm Beach County Limits
- ★ Administration
- Water Reclamation Facility
- ▲ Water Treatment Facility
- ☉ Wetlands



NOT TO SCALE



**EXHIBIT - B**

**AUTHORIZATION STATUS REPORT  
GENERAL UTILITY, ARCHITECTURAL AND VALUE ENGINEERING SERVICES**

**SUMMARY AND STATUS OF REQUESTS FOR AUTHORIZATIONS**

Auth. No.	Description	Status	Project Total Amount	Date Approved	WUD No. Assigned	MC Project No.
1	Watergate Mobile Home Park Phase II - Cad Services	Approved	\$ 43,680.00	6/22/2011	11-110	1600
2	Water Treatment Plant No. 9 Hydrogeologic Services	Approved	\$ 14,830.00	8/9/2011	11-121	1604
3	Water Treatment Plant No. 8 Hydrogeologic Services	Approved	\$ 47,179.00	8/9/2011	11-122	1605
4	Guaranteed Revenues and SDA Policy Analysis	Approved	\$ 38,610.00	8/9/2011	11-129	1608
5	GUA Absorption Study	Approved	\$ 48,950.00	8/9/2011	11-130	1609
6	2012 Miscellaneous Financial Services	Approved	\$ 43,450.00	9/12/2011	11-145	1611
6.1	2012 Miscellaneous Financial Services	Approved	\$ 46,750.00	2/29/2012	11-145	1611
7	R&R Funding and Financial Strategy Study	Approved	\$ 94,325.00	10/19/2011	11-151	1619
8	New Production Wells at WTP 3 & WTP 8 - Cad Services	Approved	\$ 42,952.00	10/25/2011	12-006	1620
8.1	WTP No. 8 Proposed Wells- CADD Support Services	Approved	\$ 21,145.60	1/27/2012	12-006	1620
9	Subsurface Utility Eng- Haverhill Rd & Okeechobee Blvd	Approved	\$ 20,775.70	11/15/2011	12-025	1624
10	Subsurface Utility Eng- 4th St, from Ave E to Ave H	Approved	\$ 1,375.00	12/19/2011	11-119	1626
11	Hydrologic Modeling- WTP 8	Approved	\$ 41,646.00	1/17/2012	12-043	1628
12	CROC Site Plan Modifications Assistance	Approved	\$ 12,808.00	1/27/2012	12-044	1629
13	Subsurface Utility Engineering- WTP 3	Approved	\$ 22,000.00	2/29/2012	05-127	1636
14	VW Lift Station Rehab Project- Phase II- CAD Services	Approved	\$ 35,683.20	2/29/2012	11-139	1637
15	Covered Bridge Blvd, 10" WM Ext: SUE Services	Approved	\$ 18,711.00	3/14/2012	12-017	1638
16	2012 Glades Utility Authority Bond Report	Approved	\$ 14,954.25	3/14/2012	12-050	1635
17	Business Case Evaluation Process	Approved	\$ 5,500.00	4/4/2012	12-051	1641
18	NROC O&M Building Design Services	Pending	\$ 122,763.80		11-012	
19	Belle Glade Marina - Torry Island Rd: SUE Services	Pending	\$ 2,805.00		12-047	
<b>Total Approved/Pending</b>			<b>\$ 740,893.55</b>			

## EXHIBIT - C

### AUTHORIZATION STATUS REPORT GENERAL UTILITY, ARCHITECTURAL AND VALUE ENGINEERING SERVICES

#### SUMMARY OF SMALL BUSINESS TRACKING SYSTEM

	Total
<b>Current Proposal</b>	
Value of this Authorization	\$122,763.80
Value of SBE Letters of Intent	\$95,373.80
Actual Percentage	77.68%
<b>Signed Authorizations</b>	
Total Value of Authorizations	\$615,324.75 ✓
Total Value of SBE Signed Subcontracts	\$225,077.75
Actual Percentage	36.57%
<b>Signed Authorizations Plus Current Proposal</b>	
Total Value of Authorizations	\$738,088.55
Total Value of Subcontracts & Letters of Intent	\$320,451.55
Actual Percentage	43.41%
<b>Goal</b>	55%