

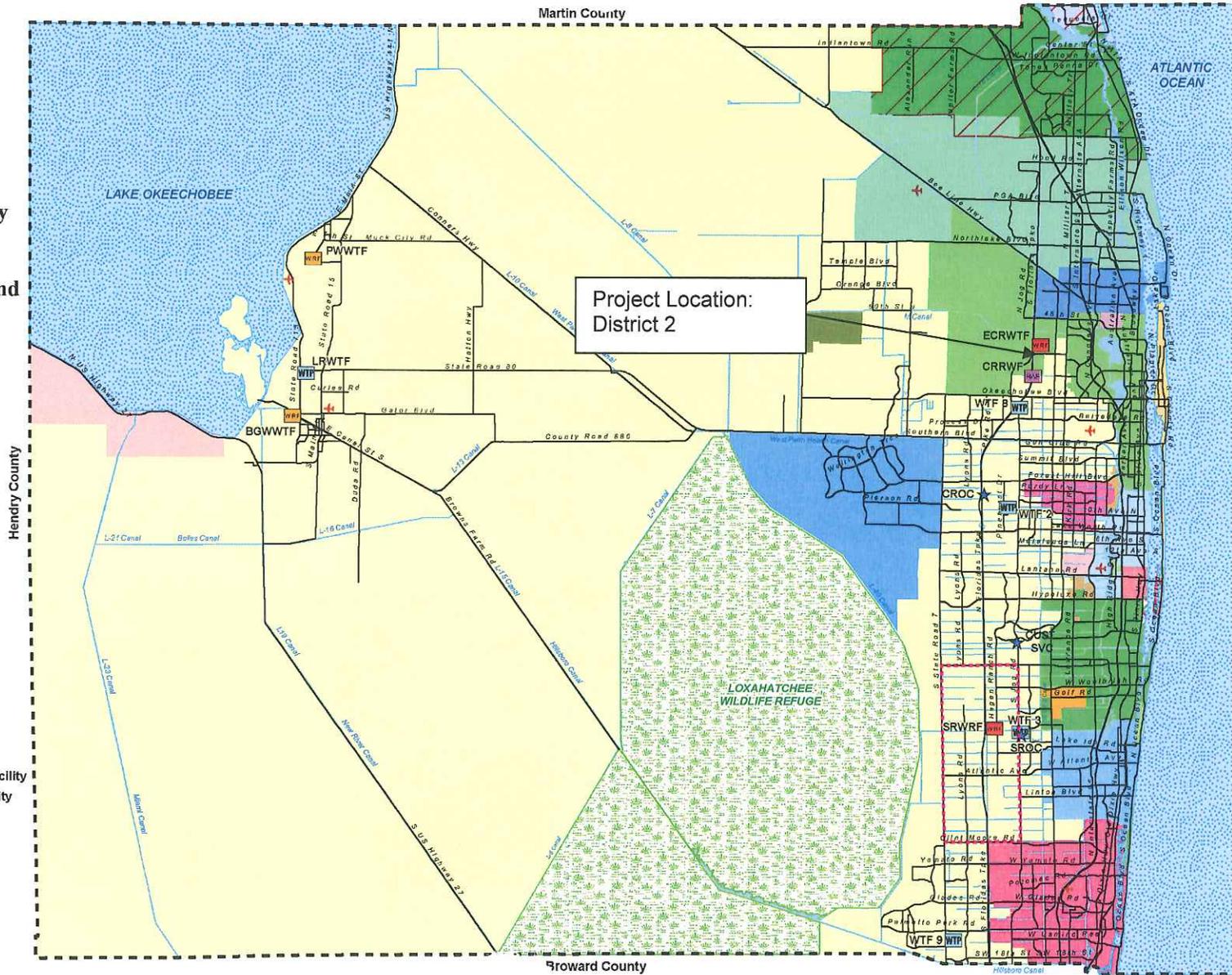


**Palm Beach County
Water Utilities
Department
Service Area (SA) and
Major Facilities**

Attachment 1

Legend

- ★ Administration
- WTF Water Treatment Facility
- RRF Reclamation Facility
- WRF Wastewater Reclamation Facility
- WTF Wastewater Treatment Facility
- Mandatory Reclaimed SA
- - - - - Palm Beach County Limits
- Yellow P.B.C.W.U.D. Service Area



CONSULTANT SERVICES AUTHORIZATION NO. 45

Project No. WUD 13-061
Budget Line Item No. 4041-721-W032-6543

Project Title East Central Regional (ECR) Reclaimed Office & Storage Facility – Site Planning, Permitting, Design Bid Documents and Bidding Services

District No.: District 7

THIS AUTHORIZATION # 45 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 97.64 % overall participation. The cumulative SBE participation, including this authorization 55.56% 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 Ave., Suite 330, West Palm Beach, Florida 33401
3. Description of Services to be provided by the Consultant:
Engineering Services for the site planning, surveying, design, Health Department and West Palm Beach Building Department permitting, preparation of bid documents and bidding services for a reclaimed office and storage building facility at the East Central Regional Water Reclamation Facility (ECRWF).

See ATTACHMENT A.

4. Services completed by the Consultant to date:

See ATTACHMENT E.

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 including expenses, not to exceed \$164,546.25
 - B. Fixed price of \$ XXX
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.

Project No. WUD 13-061 Consultant Services Authorization No. 45

Project Title East Central Regional (ECR) Reclaimed Office & Storage Facility - Site Planning, Permitting, Design Bid Documents and Bidding Services

- 8. As described in Section 7.5 of the CONTRACT, SBE participation is included in Attachment D under this Authorization. The attached Schedule 1 defines the SBE applied to this Authorization and Schedule 2 establishes the SBE contribution from each subconsultant (Letter of Intent to perform as an SBE).
- 9. 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.

PALM BEACH COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA

Sharon R. Bock, Clerk & Comptroller,
Palm Beach County

Palm Beach County,
Board of County Commissioners

ATTEST:

Signed: _____

Signed: _____
Steven L. Abrams, Mayor

BMA

Typed Name: _____
Deputy Clerk

_____ Date

Approved as to Form and Legal Sufficiency

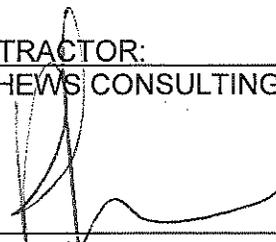
Signed: _____

Typed Name: _____
County Attorney

CONTRACTOR:
MATHEWS CONSULTING, INC.

ATTEST:


Witness



(Signature)

Rebecca Travis, Principal

(Name and Title)

Rene L. Mathews, P.E., President

(Name and Title)

(CORPORATE SEAL)

6-21-13

Date

LIST OF ATTACHMENTS

Project No. WUD 13-061 **Consultant Services Authorization No.** 45

Project Title East Central Regional (ECR) Reclaimed Office & Storage Facility – Site Planning, Permitting, Design Bid Documents and Bidding Services

- | | |
|----------------|--------------------------------------------------------------------|
| ATTACHMENT – A | Scope of Work |
| ATTACHMENT – B | Budget Summary |
| ATTACHMENT – C | Project Schedule |
| ATTACHMENT – D | SBE Schedule 1 and Schedule 2 |
| ATTACHMENT – E | Authorization Status Report – Summary and Status of Authorizations |
| ATTACHMENT – F | Authorization Status Report – Summary of SBE/WBE Tracking |
| ATTACHMENT – G | Location Map |

ATTACHMENT A

CONSULTANT SERVICE AUTHORIZATION NO. 45 PALM BEACH COUNTY WATER UTILITIES DEPARTMENT ENGINEERING/PROFESSIONAL SERVICES

SCOPE OF WORK FOR

East Central Regional (ECR) Reclaimed Office & Storage Facility Site Planning, Permitting, Design Bid Documents and Bidding Services

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 3, 2011 (Reference Document R-2011-0633). This Consultant Service Authorization will be performed under that CONTRACT.

BACKGROUND

This Consultant Services Authorization provides for the services for the site planning services, surveying, geotechnical, architectural and engineering design, permitting, preparation of bid documents, bidding services and cost estimating of a 3,750 square foot building including office and warehouse space for uses associated with the Reclaimed Water Treatment System located at the East Central Regional Water Reclamation Facility (ECRWRF).

Palm Beach County Water Utilities Department (COUNTY) is under contract to supply from their allocation, reclaimed water to end users. The reclaimed water storage and transmission pump station is located at the ECRWRF and is operated by ECR staff under the direction of the City of West Palm Beach. As such, the design improvements proposed under this scope of work will be coordinated and reviewed with both COUNTY and ECR staff.

SCOPE OF SERVICES

TASK 1: SITE TOPOGRAPHIC SURVEY & SITE PLANNING SERVICES

CONSULTANT shall hire a sub-consultant, Dennis J. Leavy, Associates (DJLA), to perform the following survey tasks:

- Provide topographic survey of the area of the proposed building including cross-sections of the existing asphalt paved roadway and the shellrock roadway located east of the ground storage tank. Locate the above ground features in the area south of DIW #3, including but not limited to grates, rims, invert elevations, etc. of utilities, the wastewater lift station, trees, electrical panels, concrete pads etc. and below ground utilities as marked by the City of West Palm Beach and other utilities upon request.

- Survey data shall be provided on the 88 NAVD Datum and be provided in Autocad format, version 2012.

CONSULTANT shall hire a sub-consultant, Urban Design Kilday Studios (UDKS), to perform site planning services as follows:

- Attendance at up to two (2) meetings with the COUNTY to discuss the project scope and goals.
- Review past approvals, documents and City of West Palm Beach Zoning Codes for applicable development regulations.
- Prepare a Site Plan utilizing a base drawing provided by the COUNTY. It is anticipated that modification of the civil/site plan base drawing from the *Reclaimed Water Facility at ECRWRF* project, (WUD #08-031) will be an acceptable document for the application to the City of West Palm Beach Planning Department. The site plan will include only the immediate vicinity of the COUNTY reclaimed water facilities and not the entire site within the ECRWRF property boundary.
- Prepare the following application documents:
 - Informal Site Plan Application
 - Project Narrative/Justification Statement addressing review standards
 - Project Fact Sheet
 - Statements for parking, staffing and drainage
 - Owner's Consent
- Attend one (1) Pre-Application meeting with the City of West Palm Beach Planning Department to receive the review the proposal.
- Submit one (1) complete Informal Site Plan Review application to the City. Obtain review comments and coordinate with the COUNTY and ECR staff on the response.
- Attend up to one (1) meeting with the City to review the comments.
- Prepare one (1) response letter, update application and site plan and resubmit to the City Planning Department.
- Provide one (1) copy of the final signed, approved site plan. A copy of the final submitted site plan shall be provided to the COUNTY in .pdf format.

CONSULTANT shall hire a sub-consultant, InfraMap, to perform soft digs utility locates on site.

TASK 2: DESIGN BID PLANS, SPECIFICATIONS AND COST ESTIMATES

CONSULTANT shall hire a sub-consultant, Dunkelberger Engineering & Testing, Inc. (DET), to perform geotechnical engineering services as follows:

- Stake one (1) boring and provide clearance through Sunshine utility network and coordinate with plant personnel for location of existing underground facilities. It is assumed that ECR staff will provide locating services within the proposed boring area.

- Drill one (1) Standard Penetration Test (SPT) to a depth of 25 feet.
- Prepare a geotechnical engineering report of the results which will include a recommendation for the floor slab and foundation design for the proposed building.
- Provide two (2) signed and sealed copies of the report to the COUNTY.

CONSULTANT shall perform engineering services for the preparation of project design bid plans, specifications and costs estimates as detailed below. CONSULTANT shall hire as sub-consultants Colome & Associates/JLRD Consulting Engineers, Bridge Design Associates and UDKS to assist in performance of the following design tasks:

- Prepare schematic (30%) civil and architectural design plans for the floor plan and general layout of the Reclaimed Office and Storage Facility and the associated utility connections, parking and driveway facilities.
- CONSULTANT shall submit three (3) sets of the 30% design documents (full scale drawings, no specifications or cost estimate) and a copy in .pdf format for review.
- Attend one (1) meeting with ECR and PBCWUD staff to receive the 30% review comments.
- Based upon the approved preliminary layout and design concepts presented in the 30% schematic design phase, MC and its sub-consultants shall prepare 60% design documents consisting of drawings and specifications for the Reclaimed Office and Storage Facility. The design shall include architectural, fire protection, structural, mechanical, plumbing, building electrical and associated civil utility connections, paving and grading, landscape and irrigation improvements. The design will include card swipe access control at the building doors as per the County's access control standards. 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 and the Building Code requirements of the City of West Palm Beach Building Department Standards.
- CONSULTANT shall prepare an Opinion of Cost based on the 60% level of design.
- CONSULTANT shall submit three (3) sets of the 60% design documents (full scale drawings) and a copy in .pdf format and technical specifications for review.
- CONSULTANT and design team shall attend one meeting with ECR and PBCWUD staff to review and discuss the 60% submittal.
- Upon receipt of 60% comments from ECR and 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 ECR and PBCWUD and incorporated into the design. A single color selection board shall be provided to ECR and PBCWUD in order to assist in the selection process.
- CONSULTANT shall prepare an Opinion of Cost based on the 90% level of design.
- CONSULTANT shall submit three (3) sets of the 90% design documents (full scale drawings) and a copy in .pdf format and technical specifications for review.
- CONSULTANT and design team shall attend one meeting with ECR and PBCWUD staff to review and discuss the 90% submittal.
- Upon receipt of 90% comments from ECR and PBCWUD, CONSULTANT shall prepare 100% design documents (bidding documents) consisting of drawings, specifications and cost estimate for the proposed improvements.
- CONSULTANT shall provide three (3) copies of the final contract documents (full size drawings) and a copy in .pdf format for ECR/PBCWUD's use.
- CONSULTANT shall provide project management coordination for the design project, including scheduling and conducting meetings between ECR/COUNTY staff and the design team, team coordination for receipt of comments, addressing comments, design drawings, specifications and cost estimate submittals, etc. In the event of disagreements between the two reviewing parties, the COUNTY shall resolve the issue and provide the final determination to the CONSULTANT.

TASK 3: PERMIT APPLICATION

CONSULTANT shall provide the following permit application tasks:

- CONSULTANT shall prepare and submit a permit application to the City of West Palm Beach and the Palm Beach County Health Department for design and construction approval of the potable water and fire line improvements.
- CONSULTANT shall address comments received on the application and submit final permit applications as necessary.
- CONSULTANT shall prepare and submit a Primary Building Permit Application to the City of West Palm Beach Development Services Department (Building Department). The application shall include a signed and sealed construction cost estimate for the purposes of calculating the review fees.
- CONSULTANT shall address comments received on the Building Permit application and submit revised plans as necessary to address the comments.

TASK 4: BIDDING SERVICES

Bid Documents Advertisement:

CONSULTANT shall assist the COUNTY in advertising for and obtaining bids for the project. CONSULTANT shall provide twenty (20) sets of bidding documents and shall receive and process deposits for bidding documents and shall maintain a record of prospective bidders.

Pre-Bid Conference, Bid Opening:

CONSULTANT shall attend Pre-Bid Conference, issue addenda and provide supplemental information or clarification, as appropriate, to all prospective bidders during the bid period.

CONSULTANT shall attend the Bid Opening, review bids and provide recommendation for award of the construction contract.

It is anticipated that a single lump sum base bid will be utilized.

Bid Clarification / Addenda:

CONSULTANT shall address questions and Requests for Information (RFI's) received by developing addendum document(s) for use by the COUNTY to issue to potential bidders. Addendum to provide corrections, supplemental information or clarification, as appropriate, to interpret, clarify, or expand the bidding documents. CONSULTANT shall address questions from potential bidders by directing a bidder to the section of the bid that answers their questions(s) or directing the bidder to submit a RFI.

Award Recommendation:

COUNTY will open bids and prepare bid tabulation. COUNTY will provide CONSULTANT with bid tabulation and bid responses received, either electronic copy or a hard copy. CONSULTANT shall assist COUNTY in evaluating bids, including reference checks, for an award recommendation to the lowest responsive and responsible bidder. CONSULTANT shall submit to COUNTY written recommendation concerning contract award.

ASSUMPTIONS

1. Scope of work does not include property search or acquisition services, Phase 1 or 2 environmental studies or mitigation, boundary surveys, traffic studies or offsite roadway improvements.
2. A site plan shall be prepared on a base civil site drawing that includes only the immediate area of the proposed improvements and not the entire ECRWRF site. The base drawings (WUD #08-031) shall be provided in Autocad format by the COUNTY.
3. The design plans shall be prepared on the NAVD 1988 Datum.
4. Preparation of color renderings are not included herein.
5. The scope of work does not include preparation of documentation or application for LEED credits or LEED certification for the project.

6. Application for City of West Palm Beach Fire Department review for life safety is assumed to be conducted during the Building Permit application.
7. Provision of emergency power (e.g. connection to emergency generator) to the building is not included in this scope of work.
8. The design plans prepared by CONSULTANT shall reflect lighting of the parking lot and surrounding areas of the building by building wall mounted LED fixtures. Separate site lighting plans are not included.
9. No permit application is anticipated for the sanitary sewer lateral connection to the existing site sanitary sewer system. In the event that wastewater service cannot be provided via a sanitary lateral and gravity sanitary sewer is required, the permitting of these improvements will be additional services.
10. All design drawings shall be prepared in AutoCad v. 2012 format.
11. Palm Beach County Water Utility Minimum Engineering Standards (2012) will be incorporated into the water and wastewater system design. It is anticipated that potable water for domestic and fire protection will be provided from a tap on the existing watermain located along the roadway to the north of the proposed building. The building will be served by extending a sanitary sewer lateral to the existing gravity sewer west of the existing wastewater lift station.
12. Building power shall be fed from existing electrical service location within a maximum of 300 feet of the proposed building.
13. The COUNTY shall pay all fees associated with permit applications.
14. The landscape plans shall be prepared to address minimum code requirements for planting quantities, types, and specifications.
15. The scope assumes that the existing irrigation system may be expanded to accommodate the proposed improvements.
16. Application for a Water Use Permit from the South Florida Water Management District for irrigation purposes is not included in this scope of work.
17. Construction Administration and Inspection services are not included in this Authorization.
18. A modification to the site's FDEP Environmental Resource Permit for management of stormwater is not anticipated to be required due to the project being less than 10 acres total, and less than 2 acres new impervious area.

COMPENSATION

COUNTY agrees to pay CONSULTANT a fee of \$ 164,546.25 for the scope of services to be invoiced under the payment terms and conditions of the CONTRACT on a Not-To-Exceed basis. An approximate breakdown of the fee is shown in Attachment B.

ATTACHMENT B
CSA #45 - ECR Reclaimed Office & Storage Facility - WUD #13-061
Budget Summary

		Labor Classification and Hourly Rates							
Task No.	Task Description	Principal 1 \$52.00	Principal 2 \$52.00	Engineer \$39.00	Senior Eng Tech \$37.00	Resident Engineer \$38.00	Technical Typist \$23.00	Total Labor	Sub-Consultant Services
1	Survey & Site Planning								
	Kickoff meeting	4						\$208.00	
	Site topo survey/Coordination	10			8			\$816.00	
	Site Plan Preparation/Coordination	22			8			\$1,440.00	
	<i>Sub-consultant UDKS (Planner)</i>								\$ 10,000.00
	<i>Sub-consultant DJLA (Survey)</i>								\$ 3,795.00
	<i>Sub-consultant InfraMap (softdigs)</i>								\$ 1,375.00
	Subtotal	36	0	0	16	0	0	\$ 2,464.00	\$ 15,170.00
2	Design Plans & Specs-Office & Storage Bldg								
	Kickoff meeting	4						\$208.00	
	Prepare 30% Schematic Design Documents	30			30		8	\$2,854.00	
	Prepare 60% plans, specs & cost estimate	14	2		14		6	\$1,488.00	
	Review meeting with PBCWUD	4						\$208.00	
	Prepare 90% plans, specs & cost estimate	12	2		12		6	\$1,310.00	
	Review meeting with PBCWUD	4						\$208.00	
	Prepare Bid plans, specs & cost estimate	7	2		12		10	\$1,142.00	
	100 % review meeting with PBCWUD	4						\$208.00	
	Project Management/Team coordination	40	10				10	\$2,830.00	
	<i>Sub-consultant Colome' & Assoc/JLRD (Architect/MEP)</i>								\$43,595.00
	<i>Sub-consultant Bridge Design (Structural)</i>								\$16,134.00
	<i>Sub-consultant DET, Inc. (Geotech)</i>								\$2,500.00
	<i>Sub-consultant UDKS (Landscape Irig)</i>								\$12,000.00
	Subtotal	119	16	0	68	0	40	\$10,456.00	\$74,229.00
3	Permit Application								
	HRS Permit application preparation and submittal	8			3		4	\$619.00	
	Attend meeting with review agency, coordination (HRS)	3						\$156.00	
	WPB Building Permit Application preparation and submittal	8			8		2	\$758.00	
	Coordination/Comments Response	20			3		8	\$1,335.00	
	<i>Sub-consultant Colome' & Assoc/JLRD (Architect/MEP)</i>								\$2,180.00
	<i>Sub-consultant Bridge Design (Structural)</i>								\$1,140.00
	<i>Sub-consultant UDKS (Landscape Irig)</i>								\$1,600.00
	Subtotal	39	0	0	14	0	14	\$2,868.00	\$4,920.00
4	Bidding Services								
	Pre-Bid meeting, Respond to RFIs, Addendums	12					4	\$716.00	
	Sell Bid Documents						10	\$230.00	
	Bid Review and Recommendation of Award	8					1	\$439.00	
	<i>Sub-consultant Colome' & Assoc/JLRD (Architect/MEP)</i>								\$1,200.00
	<i>Sub-consultant Bridge Design (Structural)</i>								\$750.00
	<i>Sub-consultant UDKS (Landscape Irig)</i>								\$900.00
	Subtotal	20	0	0	0	0	15	\$ 1,385.00	\$2,850.00
	Labor Subtotal Hours	214	16	0	98	0	69		\$ 97,169.00
	Labor Raw Costs	\$11,128.00	\$832.00	\$0.00	\$3,626.00	\$0.00	\$1,587.00	\$ 17,173.00	
	Labor Multiplier	2.95	2.95	2.95	2.95	2.95	2.95		
	Labor Subtotal	\$32,827.60	\$2,454.40	\$0.00	\$10,696.70	\$0.00	\$4,681.65	\$50,660.35	
	Labor Total Costs	\$50,660.35							
	Subconsultant Costs Total	\$97,169.00							
	Subconsultant Multiplier	1.1							
	Subconsultant Total	\$106,885.90							
	Reimbursable Expenses	\$7,000.00							
	Project Total	\$164,546.25							

ATTACHMENT - C

PROJECT SCHEDULE

SCHEDULE

The schedule for conducting the services starting from CONSULTANT'S receipt of Notice-to-Proceed shall be as follows:

<u>Services</u>	<u>Time from NTP</u>
Task 1 – Survey & Base Map Preparation	6 weeks
Site Plan Submittal at 60% Plans	26 weeks
Task 2 – Final Bid Plans, Specs & Estimates	
30% Plans Submittal	10 weeks
ECR/County review	12 weeks
60% Submittal	20 weeks
ECR/County review	23 weeks
90% Submittal	29 weeks
ECR/County review	31 weeks
100% Submittal	34 weeks
Final review	36 weeks
Bid Documents	38 weeks
Task 3 – HRS Permit Application	35 weeks*
WPB Building Permit Application	44 weeks**
Task 4 – Bidding Services	60 weeks***

*Assumes submittal of 90% plans and 4 week review period.

**Assumes submittal of plans following Final review and 8 weeks review period.

***Assumes 4 months following receipt of Building Permit to preparation of Recommendation of Award letter by CONSULTANT.

ATTACHMENT D

SCHEDULE #1

LIST OF PROPOSED SBE-M/WBE PRIME/SUBCONTRACTORS

PROJECT NAME: ECR Reclaimed Office & Storage Facility
 NAME OF PRIME BIDDER: Mathews Consulting, Inc.
 CONTACT PERSON: Rene L. Mathews
 BID OPENING DATE: N/A

PROJECT NUMBER: WUD 13-061
 ADDRESS: 477 S. Rosemary Ave., Suite 330, West Palm Beach, FL 33401
 PHONE NO. 561-655-6175 FAX NO. 561-655-6179
 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., Ste. 330 West Palm Beach, FL 33401	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$	\$	\$ 67,377.25	\$	\$	
UDKS 477 S. Rosemary Ave., Ste. 225 West Palm Beach, FL 33401	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$	-	\$ 24,500.00	\$	-	
Dennis J. Leavy & Assoc. 460 Business Park Way, Suite B Royal Palm Beach, FL 33411	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$	\$	-	\$ 3,795.00	\$	
Colome' & Assoc. (w/ JLRD) 530 24th Street West Palm Beach, FL 33407	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$	\$	\$ 46,975.00	\$	\$	
Bridge Design Associates 1402 Royal Palm Beach Blvd. #200 Royal Palm Beach, FL 33411	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$	-	\$	\$ 18,024.00	\$	
	<input type="checkbox"/>	<input type="checkbox"/>	\$	-	\$	\$	\$	
PRIME CONTRACTOR TO COMPLETE:	TOTAL		\$	-	\$	\$ 138,852.25	\$ 21,819.00	\$
BID PRICE: \$ 164,546.25	Total Value of SBE Participation:		\$	160,671.25				

- 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

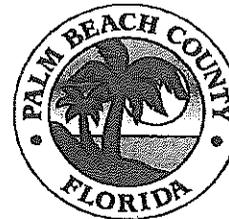
Burt Aaronson, Chair
Karen T. Marcus, Vice Chair
Shelley Vana
Steven L. Abrams
Jess R. Santamaria
Priscilla A. Taylor

County Administrator
Robert Weisman
Deputy County Administrator
Verdenia C. Baker



Hazel Oxendine, Director

8/9/2010



ATTACHMENT D

SCHEDULE 2

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

PROJECT NO. 13-06 PROJECT NAME: ECR Reclaimed Office and Storage Facility

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: January 10, 2011 – January 9, 2014

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	Informal Site Plan Review			\$8,500.00
2	Landscape Plan			\$7,500.00
3	Irrigation Plan			\$3,500.00
4	Bidding and Permitting			\$2,500.00
5	Reimbursable Allowance			\$ 2,500.00

at the following price

\$ \$24,500.00

(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: \$ _____.

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

Urban Design Kilday Studios

(Print name of SBE-M/WBE Subcontractor)

By: 

(Signature)

Ken Tuma

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

Date: 6/18/13

ATTACHMENT D

SCHEDULE # 2

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

PROJECT NO. 13-061 PROJECT NAME: ECR - Reclaimed Office and Storage Building

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 Minority Business Enterprise
Black _____ Hispanic _____ Women 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. (Furthermore, MEP Fee of \$16,200.00 shall be distributed to Johnson, Levinson, Regan, Davila, Inc. a SBE Certified with PBC on June 26, 2012).

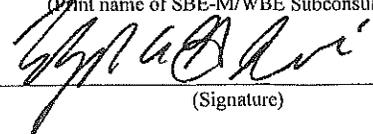
at the following price \$ \$43,595.00
(Subconsultant's fee)

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: June 5, 2013

ATTACHMENT D

SCHEDULE # 2

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

PROJECT NO. 13-061 PROJECT NAME: ECR - Reclaimed Office and Storage Building

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 Minority Business Enterprise

Black Hispanic Women 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 Bidding and Permitting project phases as defined with in the professional services fee proposal dated June 18, 2013. (Furthermore, MEP Fee of \$940.00 shall be distributed to Johnson, Levinson, Regan, Davila, Inc. a SBE Certified with PBC on June 26, 2012).

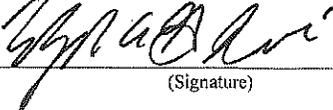
at the following price \$ \$3,380.00
(Subconsultant's fee)

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: June 18, 2013

ATTACHMENT D



SCHEDULE # 2

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

PROJECT NO. WUD 13-061 PROJECT NAME: ERC Reclaimed Office & Storage Building
TO: Mathews Consulting, 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 Minority Business Enterprise
Black Hispanic Women Caucasian Other (Please Specify)

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

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 for one-story 50x75 operation & maintenance building

at the following price (\$) \$18,024.00
(Sub-consultant'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 sub-consultant, the amount of any such subcontract must be stated: (\$) \$0.00

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

Bridge Design Associates, Inc.
(Print name of SBE-M/WBE Sub-consultant)

By:
(Signature)

Brian C. Rheault, P.E., President
(Print name/title of person executing on behalf of SBE-M/WBE Sub-consultant)

Date: 6/21/13

ATTACHMENT D

OSBA SCHEDULE 2 LETTER OF INTENT TO PERFORM AS AN SBE-M/WBE SUBCONTRACTOR

This document must be completed by the SBE-M/WBE Subcontractor and submitted with bid packet. Specify in detail, the particular work items to be performed and the dollar amount and/or percentage for each work item. SBE credit will only be given for items which the SBE-M/WBE Subcontractor is SBE certified to perform. Failure to properly complete Schedule 2 may result in your SBE participation not being counted.

PROJECT NUMBER: _____ PROJECT NAME: ECR Reclaimed Office & Storage Facility

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

The undersigned is certified by Palm Beach County as a - (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: February 25, 2013 to February 24, 2016

The undersigned is prepared to perform the following described work in connection with the above project. Additional Sheets May Be Used As Necessary

Line Item/ Lot No. Item Description	Qty/Units	Unit Price	Total Price/ Percentage
<u>Land Surveying</u>		<u>\$3,795.00</u>	<u>\$3,795.00</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

at the following price or percentage
\$3,795.00
(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 subcontract any portion of this job to a certified SBE or a non-SBE subcontractor, please list the name of the subcontractor and the amount below.

Price and/or Percentage N/A / N/A
(Name of Subcontractor)

The Prime affirms that it will monitor the SBE's listed to ensure the SBE's perform the work with its own forces. The undersigned subcontractor affirms that it has the resources necessary to perform the work listed without subcontracting to non-certified SBE or any other certified SBE subcontractors except as noted above.

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

Print name of Prime Contractor
By: _____
Signature

Print name/title of person executing on behalf
Prime Contractor

Dennis J. Leavy & Associates, Inc.
Print name of SBE-M/WBE Subcontractor
By: David A. Bower
Signature
David A. Bower, PSM, Vice President
Print name/title of person executing on behalf
of SBE-M/WBE Subcontractor

Revised 10/11/2011

Date: 06/21/13

SBE-6

ATTACHMENT - E

**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
2.1	Water Treatment Plant No. 9 Hydrogeologic Services - Additional Services	Approved	\$ 58,512.30	3/20/2013	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
7.1	R&R Funding and Financial Strategy Study	Approved	\$ 42,900.00	5/22/2012	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	WW Lift Station Rehab Project- Phase II- CAD Services	Approved	\$ 35,683.20	2/29/2012	11-139	1637
14.1	WW Lift Station Rehab Project- Phase II- CAD Services	Approved	\$ 35,683.20	6/18/2012	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	Approved	\$ 122,763.80	8/14/2012	11-012	1645
18.1	NROC O&M Building - Additional Services	Approved	\$ 17,249.30	1/9/2013	11-012	1645
18.2	NROC O&M Building - Additional Services	Approved	\$ 5,998.10	4/4/2013	11-012	1645
19	Belle Glade Marina - Tony Island Rd: SUE Services	Approved	\$ 2,805.00	4/30/2012	12-047	1644
19.1	Belle Glade Marina - Tony Island Rd: SUE Services Credit	Approved	\$ (1,402.50)	5/7/2013	12-047	1644
20	2013 Bond Feasibility	Approved	\$ 47,850.00	5/22/2012	12-060	1648
21	NROC Final Design Plans	Approved	\$ 10,136.75	6/14/2012	11-012	1579a
22	Master Record Drawings for WUD Facilities	Approved	\$ 48,010.47	6/22/2012	12-058	1654
23	Review of City of WPB Water Use Permit	Approved	\$ 27,500.00	5/24/2012	12-065	1650
24	NROC Site CMS	Approved	\$ 97,589.60	10/24/2012	11-012	1679
25	BC Reclaimed Water Project Financial Analyses	Approved	\$ 14,850.00	7/5/2012	12-070	1657
25.1	BC Reclaimed Water Project Financial Analyses	Approved	\$ 34,210.00	7/26/2012	12-070	1657
26	2012-2013 Miscellaneous Financial Services	Approved	\$ 47,740.00	7/26/2012	12-075	1661
27	Mecca Repump Station Site Modifications	Approved	\$ 49,696.65	9/12/2012	12-076	1670
28	PBC-FPL Reclaimed Water Pipeline Wetland Compliance Monitoring Years 2-5	Approved	\$ 13,987.20	10/19/2012	08-031	1664
29	Belle Glade Abidjan Tract 3 Utilities Assessment	Deleted			12-081	
30	WTP 2 Wells Electrical Relocation	Approved	\$ 7,755.00	8/23/2012	12-080	1665
30.1	WTP 2 Wells Electrical Relocation	Approved	\$ 14,124.00	10/9/2012	12-080	1665
31	Lake Region WTP PW-9 and PW-10	Approved	\$ 80,492.15	10/3/2012	11-101	1673
31.1	Lake Region WTP PW-9 and PW-10	Approved	\$ 23,011.90	1/29/2013	11-101	1673
32	Fiscal Year 2012 Engineer's Bond and Insurance Report	Approved	\$ 16,527.35	10/18/2012	12-086	1678
33	Western 30-inch FM By-pass Cadd Services	Approved	\$ 46,256.00	10/19/2012	13-002	1677
33.1	Western 30-inch FM By-pass Cadd Services	Approved	\$ 46,256.00	3/18/2013	13-002	1677
33.2	Western 30-inch FM By-pass Cadd Services	Pending	\$ 46,256.00		13-002	1677
34	Due Diligence Study for the Glades Utility Authority	Approved	\$ 93,475.00	11/7/2012	13-004	1675
35	2013 Regulatory and Legislative Assistance	Approved	\$ 33,000.00	11/14/2012	13-006	1676
36	Florida Mango Utility Easement Appraisal	Approved	\$ 4,133.60	1/9/2013	13-025	1687

ATTACHMENT - F

AUTHORIZATION STATUS REPORT GENERAL UTILITY, ARCHITECTURAL AND VALUE ENGINEERING SERVICES

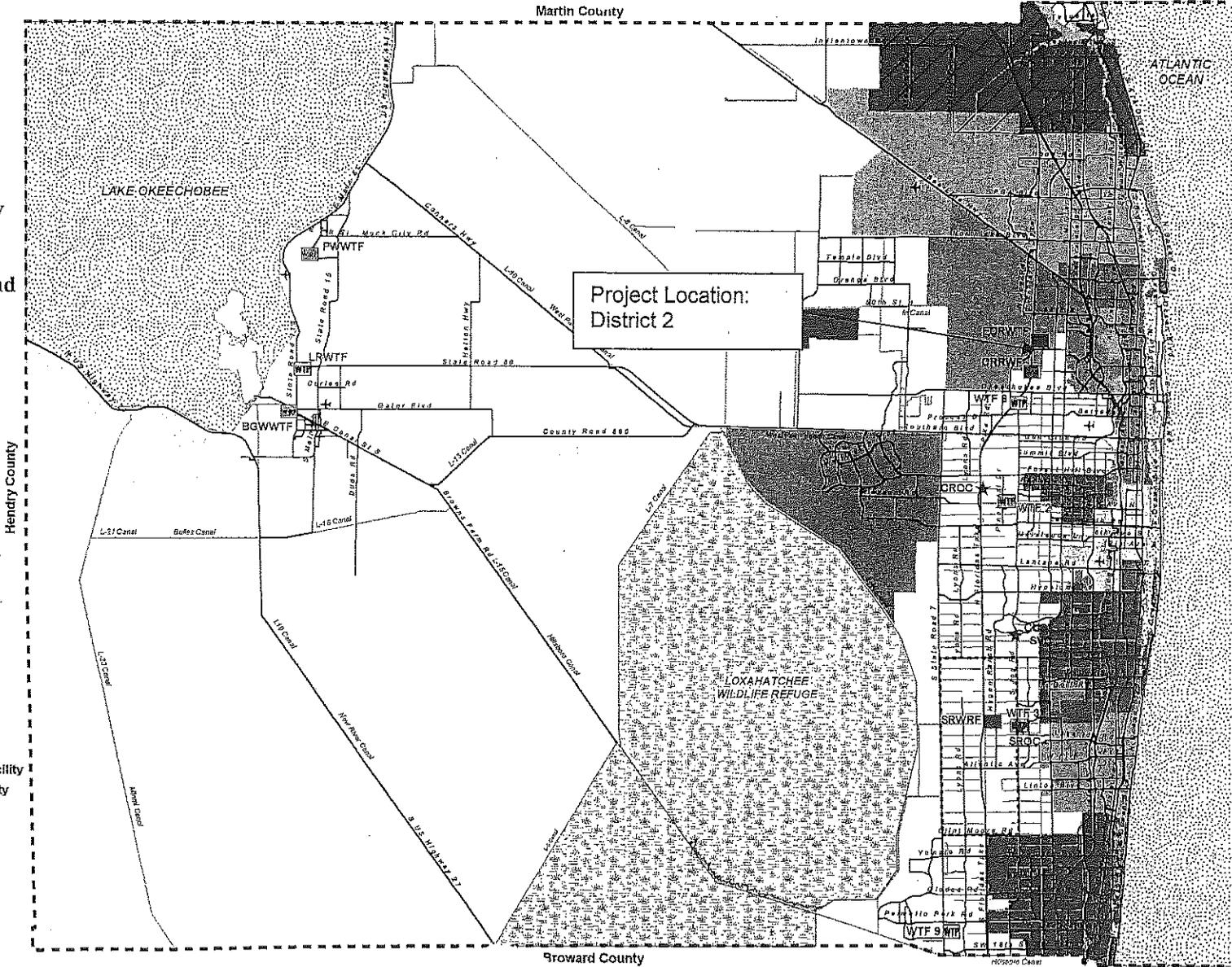
SUMMARY OF SMALL BUSINESS TRACKING SYSTEM

	Total
Current Proposal	
Value of this Authorization	\$164,546.25
Value of SBE Letters of Intent	\$160,671.25
Actual Percentage	97.64%
Signed Authorizations	
Total Value of Authorizations	\$2,036,739.67
Total Value of SBE Signed Subcontracts	\$1,062,449.97
Actual Percentage	52.16%
Signed Authorizations Plus Current Proposal	
Total Value of Authorizations	\$2,201,285.92
Total Value of Subcontracts & Letters of Intent	\$1,223,121.22
Actual Percentage	55.56%
Goal	55%

ATTACHMENT G



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



- Legend**
- ★ Administration
 - WTF Water Treatment Facility
 - Reclamation Facility
 - Wastewater Reclamation Facility
 - Wastewater Treatment Facility
 - Mandatory Reclaimed SA
 - Palm Beach County Limits
 - P.B.C.W.U.D. Service Area



NOT TO SCALE