

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY

Meeting Date: June 7, 2016

Consent  Regular   
Public Hearing

Department: Water Utilities Department

I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to approve:** Consultant Services Authorization (CSA) No. 4 for the Capital Improvement Program Management and Implementation Services Project with MWH Americas, Inc. (MWH) (R2014-1188), in the amount of \$4,455,893.32.

**Summary:** On August 19, 2014, the Board of County Commissioners (BCC) approved the Master Contract for Capital Improvement Program (CIP) Management and Implementation Services with MWH Americas, Inc. (R2014-1188). The goal of the Capital Improvement Program is to allow the County to implement approximately \$421 Million worth of projects over five (5) years. CSA No. 3 was approved by the BCC on June 2, 2015 for a total of \$3,463,524.75 (R2015-0719). Activities carried out in the past year under CSA No. 3 include: refinement of the project delivery system; validation and refinement of CIP project requirements; management of planning, design, bid/award, and construction of project packages; development and maintenance of schedules and budgets for the various project packages; review of existing construction management processes and procedures and development recommendations for improvements; outreach activities in support of project delivery; and initiation of knowledge transfer activities. Work has been initiated on 77 of 102 projects representing \$295 Million of capital work, and more than \$50 Million was encumbered in FY2015, a significant increase over previous annual encumbrances.

The scope of work and services provided for in CSA No. 4 include: continued oversight of staff and design professionals for projects from initiation through completion; continued staff augmentation of WUD's Engineering Division to permit delivery of a greater volume of capital work with an FY2016 encumbrance target of \$80 Million; further refinement of program and project delivery systems and tools; coordination of permitting and approvals; coordination between WUD Engineering and Operations and Maintenance Divisions; initiation of staff augmentation for construction management activities; outreach services; and knowledge transfer and training of WUD staff. The Small Business Enterprise (SBE) participation goal established by the SBE Ordinance (R2002-0064) is 15% overall. The contract with MWH Americas, Inc. provides for SBE participation of 23.7% overall. This CSA includes 18.81% overall participation. The cumulative SBE participation, including this Authorization is 19.88%. (WUD Project No. 14-054) Countywide (MJ)

**Background and Justification:** WUD has historically been able to sustain a level of CIP implementation of approximately \$30 Million per year which is too low to deliver in excess of \$400 Million in five (5) years. Accordingly, additional resources, tools and improved procedures are needed in order to successfully implement the five (5) year CIP. Timely completion of this capital work, much of which is repair or replacement of existing assets that have deteriorated over time, is critical to the future success of WUD and the continued health and welfare of Palm Beach County residents. In addition, MWH Americas, Inc. will work with WUD on critical Repair & Replacement projects that have identified as part of the utilities asset management program. CSA No. 4 provides engineering consulting services to accelerate project delivery to achieve the overall CIP schedule. Specific services to be provided include: integration with WUD staff to form a Program Team focused on delivery of the CIP while simultaneously providing technical, advisory, and support services; refining and maintaining Program controls systems and tools and training WUD staff to use them; and providing project and construction managers to supplement WUD's staff in managing various CIP project packages. Continued refinement of the document management system implemented through a SharePoint Collaboration Site will also be performed. This system will be used to manage all the CIP projects within this program and after all Program Management services have been completed.

**Attachments:**

- 1. Location Map
- 2. Two (2) Original Consultant Services Authorization No. 4

Recommended By: Jim Stiles Department Director Date: 5-19-16

Approved By: Nancy L. Bell Assistant County Administrator Date: 5/27/16

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2015	2016	2017	2018	2019
Capital Expenditures	\$ <u>4,455,893</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>4,455,893</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Budget Account No.:</b>	<b>Fund</b> <u>4001</u>	<b>Agency</b> <u>720</u>	<b>Org.</b> <u>2323</u>	<b>Object</b> <u>3120</u>	

Is Item Included in Current Budget? Yes \_\_\_\_\_ No X

Reporting Category N/A

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

The Consultant Service Authorization will be funded by Water Utility Department user fees.

C. Department Fiscal Review: \_\_\_\_\_ *Debra M. Vest*

**III. REVIEW COMMENTS**

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

*[Signature]*  
5/23/16 OFMB

*[Signature]* 5/25/16  
Contract Development and Control

**B. Legal Sufficiency:**

*[Signature]* 5/26/16  
 Assistant County Attorney

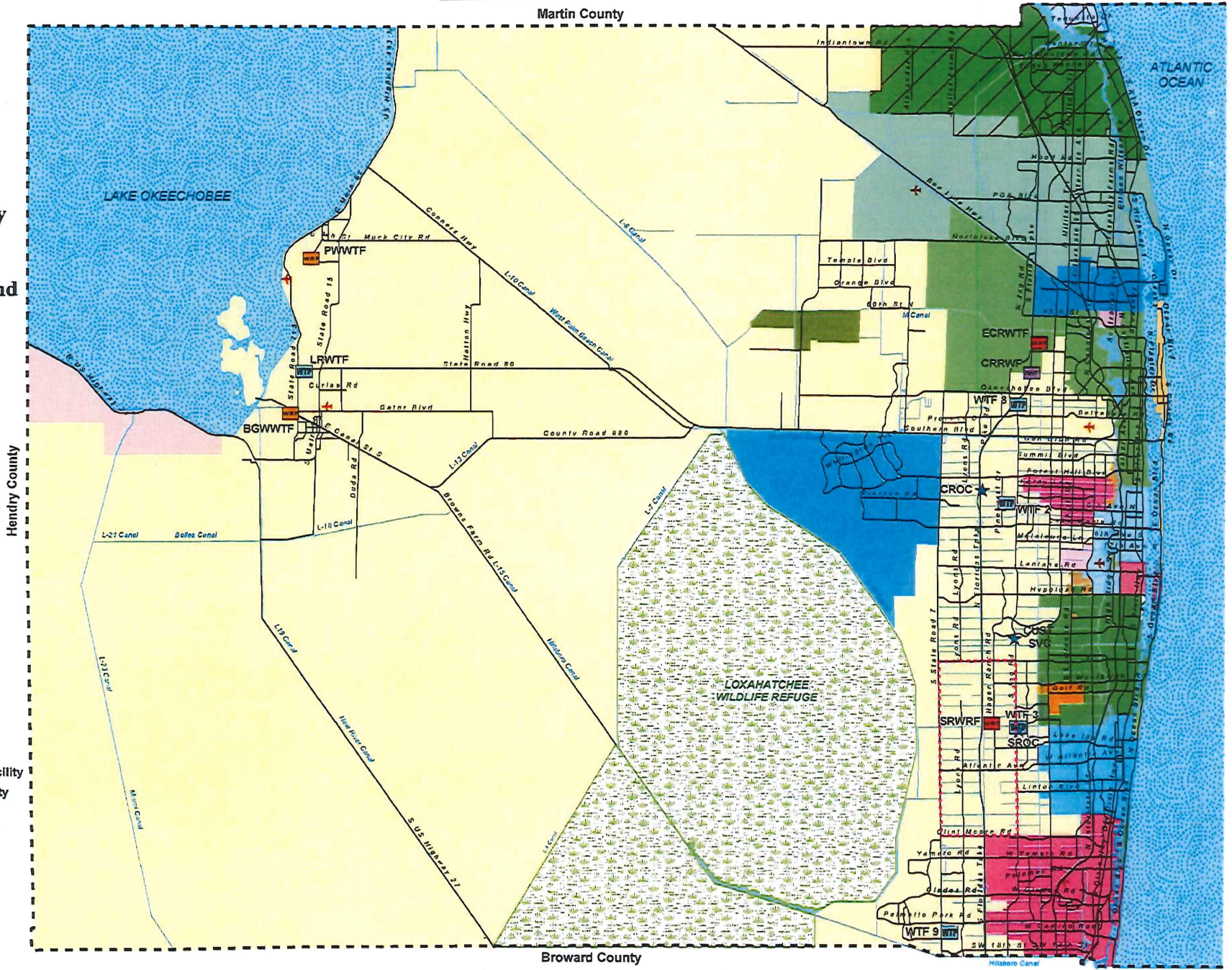
**C. Other Department Review:**

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

Attachment 1



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



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





**CONSULTANT SERVICES AUTHORIZATION NO. 4**

**Project Title:** Capital Improvement Program Management and Implementation Services

**Project No. WUD:** 14-054

**Budget Line Item No.** 4001-720-2323-3120

**District No.:** Countywide

**THIS AUTHORIZATION No. 4** to the Contract for Consulting/Professional Services dated August 19, 2014 (R2014-1188), 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 23.7% SBE participation overall. This Consultant Services Authorization includes 18.81% overall participation. The cumulative SBE participation, including this authorization is 19.88% overall. Additional authorization will be utilized to meet or exceed the stated overall participation goal.

1. CONSULTANT: MWH Americas, Inc.
2. ADDRESS: 100 South Dixie Highway, Suite 300, West Palm Beach, FL 33401
3. Description of Services to be provided by the Consultant:  
Provide resources and personnel supplemental to WUD capabilities, and continue accelerated delivery of the CIP projects using tools developed under CSA #1, implemented under CSA #2, and further refined under CSA #3. In addition to providing staff to expedite planning and design activities, provide staff augmentation to support administration of the numerous capital construction contracts generated by this expedited planning and design process. Along with expedited delivery, a primary focus of these services is to continue to reduce the backlog of R&R (repair or replace) work necessitated by deterioration of plant facilities and infrastructure associated with aging and use.

**See ATTACHMENT A.**

4. Services completed by the Consultant to date (Summary and Status of Authorizations):

**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 plus expenses, not to exceed \$ \_\_\_\_\_
  - B. Fixed price of \$4,455,893.32
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:** 14-054 **Consultant Services Authorization No. 4**

Rev. 05-27-15

**Project Title: Capital Improvement Program Management and Implementation Services**

- 8. 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 August 19, 2014 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: \_\_\_\_\_  
Mary Lou Berger, Mayor

Typed Name: \_\_\_\_\_  
Deputy Clerk

\_\_\_\_\_ Date

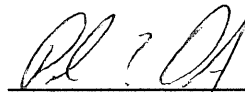
JCS

Approved as to Form and Legal  
Sufficiency

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

Typed Name: \_\_\_\_\_  
County Attorney

CONSULTANT: \_\_\_\_\_



(Signature)

Paul Demit, Director of Programs  
(Name and Title)

May 6, 2016

\_\_\_\_\_ Date



**MWH**

**BUSINESS SOLUTIONS**

February 26, 2016

Paul Demit

RE: Business Solutions - Limits of Authority

Dear Paul,

Pursuant to the revised Business Solutions Authority Matrix, you have been delegated the limits of authority as set out in the attached Individual Schedule.

Effectively immediately, you will hold this specified authority for the current calendar year 2016, unless such authority is revoked, reduced or changed.

In exercising your authority, you must follow the applicable Company policies and procedures at all times.

I have attached the MWH Senior Leadership Expectations and Commitments "Sandbox" Rules distributed by the CEO, Alan Krause, laying out his expectations of all MWH leaders. These expectations apply to each one of us. In addition, specifically, as it applies to Business Solutions, I expect you to timely notify me for the following:

- significant personnel injury (within 24 hours of knowledge)
- any single potential loss of >\$100,000 (within 24 hours of knowledge), Loss is defined as cumulative loss or write down.
- any reserve or contingency of earnings (profit) being held by a subordinate unit >\$50,000
- any event that could cause MWH embarrassment or is likely to be covered in the media

Should you have any questions or need clarification, feel free to contact me.

Yours sincerely,

Daniel McConville  
President, Business Solutions

Encls. Senior Leadership Expectations and Commitments "Sandbox" Rules

**MWH BUSINESS SOLUTIONS**  
**Authority Matrix**  
**Individual Schedule: Paul Demit**  
**Delegated Authority as of February 26, 2016**

Valid through December 31, 2016

Type of Purchase / Agreement *	Maximum Delegated Authority (USD)
Client contract, agreement, task order, amendments, change orders, modifications, bid, proposal or tender (subject always to the review requirements of the Project Risk Management Policy, including Board approvals for new lines of business)	\$10,000,000
Project subcontract or project related purchase	\$5,000,000
Power of Attorney	N/A
Business acquisition or divestiture	N/A
Creation or dissolution of a legal entity, joint venture, alliance, consortium or similar business structure	N/A
Filing or settling a claim or lawsuit	\$50,000
Capital asset (e.g. equipment, software, real estate, etc.)	\$50,000
Operating leases (including equipment, vehicles and office space)	
Maximum commitment	\$1,000,000
Maximum monthly cash outlay	\$20,000
Employment contracts (Annual salary plus benefits)	N/A
Bank account, hedging contract, cash transfer, legal services agreement, or audit services agreement	N/A
Parent Guarantee	N/A
Other non-project related purchases (Indirect Expenses)	\$250,000
Charitable contributions	N/A
Political contributions	N/A
Lobbyist or agent agreement	N/A

\* This schedule should be used in conjunction with the current Management Authority Matrix which can be found on KNet at:  
<http://knet.mwhglobal.com/OurCompany/mwhpolicies/Pages/Management-Authority-Matrix.aspx>

\*

## LIST OF ATTACHMENTS

**Project No. WUD 14-054 Consultant Services Authorization No. 004**

**Project Title Capital Improvement Program Management and Implementation Services**

ATTACHMENT - A	Scope of Work
ATTACHMENT - B	Budget Summary
ATTACHMENT - C	Project Schedule
ATTACHMENT - D	SBE Schedule 1, 2, 3a and 4
ATTACHMENT - E	Authorization Status Report - Summary and Status of Authorizations
ATTACHMENT - F	Authorization Status Report – Summary of SBE Tracking
ATTACHMENT - G	Location Map



## ATTACHMENT A

### CONSULTANT SERVICES AUTHORIZATION NO. 004

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

#### SCOPE OF WORK FOR

#### INTRODUCTION

Palm Beach County (COUNTY) entered into an agreement entitled Contract for Engineering/ Professional Services - Palm Beach County Water Utilities Department (PBCWUD) Project No. WUD 14-054 (CONTRACT) with: MWH Americas, Inc. (CONSULTANT) to provide engineering services for various general activities on August 19, 2014 (Reference Document R2014-1188). This Consultant Service Authorization will be performed under that CONTRACT.

This Consultant Services Authorization (CSA) encompasses providing services related to the Capital Improvement Program Management and Implementation Services.

#### BACKGROUND

PBCWUD's 2015-2019 Capital Improvement Plan consisted of over 218 projects with a total value in excess of \$400M (PROGRAM). To assist PBCWUD staff in meeting the schedule for completion of these projects, MWH was selected to provide Program Manager Services, under Project No. WUD 14-054. MWH's role as PROGRAM MANAGER is to develop and implement a project delivery system to assist and support PBCWUD staff with all steps of project delivery including project management, planning, procurement support, construction management, and overall program management and reporting, as well as augmenting PBCWUD's engineering staff to achieve significantly higher capital expenditures than in the past. PBCWUD and PROGRAM MANAGER work together in the Program Management Office (PMO) to be located at the PBCWUD Central Region Operations Building.

Under CSA #1, PROGRAM MANAGER was responsible for working with PBCWUD staff to create a Project Delivery System (PDS), validate the CIP projects, create "packages" of projects that can be grouped for more efficient procurement and delivery, develop more accurate schedules and budgets for each project and the overall CIP, and develop a plan and templates for project and program controls. Through this effort, the number of individual projects to be delivered was reduced from more than 218 to 31 project packages.

Under CSA #2, PROGRAM MANAGER was responsible for implementing the systems and tools needed for efficient and effective management of the CIP and began providing supplemental resources to accelerate project delivery per the overall CIP schedule.

CSA#3 provided for a continuation of the implementation effort begun under CSA#2 with a focus on project delivery. In addition, the Program Manager evaluated current construction management policies, processes and procedures along with evaluating construction management staffing needs throughout the life of the Program. Other initiatives included

initiation of coordination between the capital program and the asset management program, knowledge transfer to PBCWUD staff, and initiation of review and revision of PBCWUD's technical specifications.

During execution of CSA#3, it became evident that the effort needed to execute the CIP must be increased for the following reasons: 1) an increase in the number of projects to be managed; 2) staffing losses that have occurred within PBCWUD; and 3) the significant increase in volume of construction to be performed exceeds PBCWUD's in house capacity.

1. Many of the projects included in the 31 project packages needed to be expedited for operational reasons. Accordingly, the number of projects to be managed has increased significantly and there are now more than 90 projects or sub-projects included in the CIP. This number is expected to increase as additional, high priority projects such as the Ball Park of the Palm Beaches are added.
2. PBCWUD has lost two project managers and a construction inspector recently, and it will be several months before those positions can be filled. In addition, when the positions are filled, it will be several more months before the individuals filling those positions are fully effective.
3. Finally, as projects are designed and scheduled for completion under existing Continuing Construction Contracts or advertised for bid, additional construction management staff is required to handle this additional workload. PBCWUD's construction management staff is structured to manage approximately \$20 to \$25 million in construction in addition to the development projects the utility oversees. With the volume of capital construction placement increasing by two to three times additional resources are needed to oversee and manage this additional construction.

#### **SCOPE OF SERVICES**

Under CSA #4, PROGRAM MANAGER shall continue providing supplemental resources for management of project packages and individual sub-projects from inception through completion and maintenance of systems and tools developed and implemented under CSAs #1, #2, and #3. In addition, Program Manager will:

1. Provide a fifth Project Manager to support project delivery in view of the loss of PBCWUD Project Managers.
2. Provide staff augmentation to support ongoing construction management activities. PBCWUD's current staff is constrained in size and recently lost an inspector due to retirement. Given this limitation in capacity and the burgeoning workload associated with development, additional resources are needed to adequately manage the growing capital construction workload.
3. Provide additional staff augmentation to support program and project controls and reporting activities. Given the increase in the number of projects/sub-projects to be managed, the effort associated with developing schedules and reports has increased, hence the need for additional resources.

4. Continue review and revision of PBCWUD's technical specifications which are written around the 1995 Construction Specifications Institute numbering and organization scheme.
5. Provide certified industrial safety and environmental resources to assist PBCWUD in identifying and correcting physical hazards at the various treatment facilities, and upgrading the currency and overall effectiveness of the safety programs at these facilities.
6. Continue knowledge transfer to PBCWUD staff by planning, coordinating and conducting specialized training in scheduling and project management.

Under CSA#4, the PROGRAM MANAGER shall provide the services and deliverables set forth in this CSA to the satisfaction of PBCWUD's Director of Engineering.

**Task No. 1: PROGRAM Management and PROGRAM Administration**

- A. Services: The PROGRAM will require overarching management and administration to support the total scope of services in this CSA and in support of delivery of the PBCWUD CIP. PROGRAM MANAGER will coordinate all efforts and overall direction of the PROGRAM with PBCWUD to achieve the goals established under CSA#1.

Program Manager shall:

1. Maintain the PMO: The PMO shall include the core PROGRAM Team consisting of PROGRAM MANAGER and PBCWUD staff. PBCWUD shall provide office support infrastructure for PROGRAM MANAGER and Sub-Consultant staff.
2. Assist PBCWUD staff in creating collaborative work teams to ensure that lines of communication and reporting are consistent with current PBCWUD policies.
3. Manage PROGRAM MANAGER and SUB-CONSULTANT staff.
4. Manage delivery of the CIP by the integrated PBCWUD/PROGRAM MANAGER PROGRAM Team.
5. Identify and track PROGRAM related risks and develop and present appropriate mitigation strategies to PBCWUD.
6. Conduct the following progress and coordination meetings with PBCWUD staff:
  - i. Weekly PROGRAM review meetings with PBCWUD's Engineering/PROGRAM Director to review PROGRAM status, potential needs, issues and mitigation measures, and potential changes to projects.
  - ii. Monthly Progress Meetings with PBCWUD's Executive

Leadership Team to provide a comprehensive overview of PROGRAM and Project performance.

7. Assist PBCWUD staff in Reporting as requested:

- i. Provide documentation in support of internal and external PBCWUD meetings
- ii. Attend meetings as requested by PBCWUD

**B. Deliverables:**

1. Documents for weekly staff meetings:
  - i. Materials in preparation for the meeting, including, but not limited to, agendas and memos
  - ii. Documentation of meeting results such as meeting minutes, outline of decisions made and follow-up assignments for Program Manager and/or PBCWUD staff
2. Documents for monthly progress meetings:
  - i. Materials in preparation for the meeting, including but not limited to, agenda and memos
  - ii. Information used in facilitating meeting such as PowerPoint presentations
  - iii. Documentation of meeting results such as meeting minutes, outline of decisions made and follow-up assignments for PROGRAM MANAGER and/or PBCWUD staff
3. Miscellaneous reports addressing various facets of the PROGRAM or specific projects as requested.

**C. Resources:**

1. Program Manager
2. Senior Administrative Assistant
3. Contract Support Staff

**Task No. 2: PROGRAM Project Management**

A. Services: The PROGRAM involves successful delivery of the capital projects detailed in the CIP and each project requires management from inception to completion. PROGRAM MANAGER shall provide Project Managers to augment PBCWUD's project management staff and PROGRAM MANAGER's Project Managers shall be fully responsible for management of assigned projects. Specific services to be performed are:

1. Provide Project Managers to work as part of an integrated team with

PBCWUD staff.

2. Plan and manage more than 60 assigned projects in accordance with the PDS developed under CSA#1 and other PBCWUD requirements. Activities include, but are not limited to: planning, coordinating and conducting various meetings; conducting research associated with project scope development; negotiating engineering design fees; developing and maintaining project schedules; receiving and coordinating review of consultant deliverables and providing feedback to consultants regarding the acceptability of those deliverables; coordinating advertisement for bids for construction including review and analysis of bids received and making recommendations for contract award; assisting in preparing conformed documents for construction; providing management support during construction; assisting the construction manager in close-out activities; and review and processing of consultant and contractor invoices.
3. Prepare or provide input to monthly project status reports used to document progress and to inform senior PBCWUD leadership regarding project and PROGRAM status.
4. Prepare correspondence, legislation, and other documents required as part of the PDS for delivery of assigned projects.
5. Assist in mentoring and training PBCWUD project managers in capital project management techniques and best practices.

B. Deliverables:

1. Monthly Project Status Reports (by project)
2. Documentation required for project delivery pursuant to the PDS; e.g. completed checklists, budget requests, CCNA related documents, etc.
3. Preparation of presentations to support procurement of engineering consultants and update PBCWUD senior leadership regarding project status.

C. Resources:

1. Senior Project Manager
2. Project Managers

**Task No. 3: PROGRAM Reporting and Controls Services**

- A. Services: Under CSAs #1 and #2 PROGRAM MANAGER developed and implemented scheduling, reporting and document management systems and tools to promote the efficient delivery of the CIP, and further refined those tools under CSA#3. Specifically, these tools will allow the PROGRAM MANAGER and PBCWUD to effectively manage PROGRAM costs, schedule, and budget, perform PROGRAM and financial reporting functions, and

provide document control support. Under CSA#4 PROGRAM MANAGER will continue full scale use of these tools in delivery of the CIP while at the same time continuing to maintain and refine them to allow for effective program and project management.

PROGRAM MANAGER's efforts under this task will involve: PROGRAM staff working out of PBCWUD facilities to perform the scheduling, document controls, and reporting functions described below; and development staff working with PBCWUD IT staff to maintain and refine those systems and tools being hosted by PBCWUD. PROGRAM MANAGER's systems and tools development staff are based at other locations and will travel to and from those locations to Palm Beach County as required to perform the required maintenance work.

### **Task 3.1 Scheduling**

As agreed upon under CSA#1, PROGRAM MANAGER will utilize P6 to analyze and implement PBCWUD's PROGRAM cost, schedule, resource and risk information into a database environment. Access to this environment will be provided to PBCWUD staff by PROGRAM MANAGER through a hosted environment to be accessed by those designated by PBCWUD to have update, reporting or read access. PROGRAM MANAGER will work with designated PBCWUD personnel to provide access and will periodically update the information.

PROGRAM MANAGER shall continue to provide a scheduler to work with PROGRAM MANAGER's and PBCWUD's project managers to develop and maintain detailed and comprehensive project schedules and as a Master PROGRAM schedule. In addition, the PROGRAM MANAGER shall provide scheduling support to augment the Scheduler's efforts given that the number of individual projects to be managed has grown from 31 project packages to more than 90 sub-projects under these project packages.

### **Task 3.2 Document Management System**

PROGRAM MANAGER will utilize, maintain, and refine as needed, the SharePoint-based Document Management system defined and implemented under CSAs #1, #2, and #3.

PROGRAM MANAGER shall provide a Document Management Specialist to perform document management functions in support of the PROGRAM. This individual shall assist the Project and Construction Managers in the performance of their duties by receiving, logging, distributing, tracking, and filing the various documents associated with execution of a capital improvement program. These documents range from design submittals at the 30, 60, 90 and 100 percent stage and the associated comments to the myriad of documents associated with construction management; e.g. RFIs (Requests for Information), shop drawings and other submittals, progress



meeting minutes, punch lists, close-out documents, etc.

### **Task 3.3 SharePoint Collaboration Site**

PROGRAM MANAGER will maintain and refine as needed, the SharePoint collaboration site implemented under CSA#2 and modified under CSA#3 to provide a PROGRAM portal allowing staff to access the PBCWUD document management system, project dashboards, Project Delivery System documentation, and various PROGRAM related information.

The SharePoint Collaboration Site will be continue to be hosted by PBCWUD, and PBCWUD will provide designated MWH staff with VPN or equivalent access as required to remotely manage and support the SharePoint Collaboration Site for the PROGRAM. If VPN access is not possible, PBCWUD will provide an alternative method for PROGRAM MANAGER staff to support PBCWUD IT staff in the administration, configuration, support, and trouble-shooting of the SharePoint Collaboration Site remotely.

PBCWUD shall continue to provide all necessary hardware and software components needed to implement this site. These requirements include both a TEST environment and a PRODUCTION environment so proper testing of system functionality can be performed prior to roll-out to the PRODUCTION environment.

In addition, PROGRAM MANAGER will continue to advise and support PBCWUD staff on implementation and maintenance of the utility's internal SharePoint site.

### **Task 3.4 Reporting and Dashboards**

PROGRAM MANAGER will utilize the performance reporting and executive dashboards developed under CSA #2 and CSA#3 to provide PBCWUD with project and operational performance data, while also providing PBCWUD senior staff with access to project, portfolio, and operation-wide business driver Program information, budget charts, and other performance data that has been loaded into the system through P6 and PBCWUD's CIP tool. In addition, PROGRAM MANAGER will maintain and refine these reporting tools as needed throughout the course of this CSA.

#### **B. Deliverables:**

1. Master PROGRAM schedule and monthly updates
2. Individual project schedules
3. Various schedule reports as needed to effectively manage the PROGRAM; e.g. variance and look ahead reports
4. Updated systems and tools documentation as required

5. PROGRAM and project report templates and dashboards
6. Monthly PROGRAM and project reports

C. Resources:

1. Scheduler
2. Scheduling support
3. Document Control Specialist
4. PROGRAM/Project Controls Implementation Specialists

**Task No.4: PROGRAM Technical Support**

A. Services: Throughout the PROGRAM situations will continue to arise when specialized technical expertise or cost estimating support will be needed. The PROGRAM MANAGER shall support PBCWUD in these situations by providing technical and cost estimating resources on an as required basis. Specific services to be performed may include:

1. Technical specification review/revision. Currently PBCWUD's technical specifications library consists of over 280 individual specification sections prepared according to the 1995 edition of the Construction Specifications Institute MasterFormat. Recognizing that the utility's technical specifications are substantially out of date, the PROGRAM MANAGER began review and revision of these specifications to update them and bring them into conformance with the 2014 CSI MasterFormat under CSA #3. This effort will be completed under CSA #4 with the PROGRAM MANAGER performing technical reviews of 96 specification sections and administrative revision of another 78 specification sections.
2. Alternatives analysis as part of Planning and Design.
3. Value engineering as requested.
4. Providing technical expertise not readily available within PBCWUD or through PBCWUD's current consulting engineering contracts on short notice as required during planning, design, construction, or closeout.
5. Performing technical or cost estimate reviews for special projects, as requested by PBCWUD.
6. Performing constructability reviews of designs prepared by other consultants.
7. Preparation of cost estimates pursuant to AACE guidelines, or review and comment on estimates prepared by others.

8. Providing expertise to assist with implementation of PBCWUD's asset management efforts as they relate to PROGRAM execution.
9. Industrial safety and environmental health resources to assist in physical hazard identification and development of remedial measures at the various treatment facilities, as well as assisting with review and revision of safety and health program elements.

B. Deliverables:

1. 174 technical specifications formatted in accordance with the 2014 CSI MasterFormat.
2. Technical memoranda or reports, as warranted, identifying the work performed, alternatives developed, value engineering recommendations, or issues investigated and findings.
3. Comment worksheets for technical and constructability reviews.
4. Cost estimates or check estimates prepared in accordance with industry standards as requested.
5. Hazard listings with appropriate recommendations for correction for the various treatment facilities.
6. Recommendations for revising and upgrading safety and health plans, documents, etc. associated with both construction, and operations and maintenance of the utility.

C. Resources:

1. Professional Engineers/Scientists
2. Cost Estimators
3. Certified Safety Professional(s)

**Task No. 5: PROGRAM Outreach Services**

- A. Services: PROGRAM MANAGER shall support CIP delivery by providing outreach services to both the public and to the local small business community.

**Task 5.1 Public Outreach**

Outreach services to the public will consist of development of materials to be used to inform the public regarding specific project related activities. These materials may be in the form of door hangers, flyers, or letters to be used by PBCWUD's contractors to inform the public of project related work in their neighborhood.

PROGRAM MANAGER shall provide additional communications support as requested by PBCWUD may include:

1. Preparation of documents for presentation to the Board of County Commissioners.
2. PBCWUD website announcements.
3. Public outreach events such as meetings, mailings, and web-based information sharing.
4. Advice and suggestions regarding public outreach means and methods for various projects.

#### **Task 5.2 Small Business Community Outreach**

Small business community involvement with PBCWUD projects is expected to become more important in the future. Outreach services to the small business community provide a vehicle to improve the current level of involvement. The services to be provided under CSA#4, build on those provided under CSA#3; e.g. preparation of a small business opportunities plan and identification of small businesses in the Palm Beach County area engaged in utility and construction services. Specific activities to be performed include:

1. Maintain liaison with the local small business utility and construction community.
2. Development and distribution of suitable media to publicize potential CIP related small business opportunities to both appropriate small businesses and the larger contractor community. This media may include letters, informational materials, and face to face meetings and presentations.

#### **B. Deliverables:**

1. Informational materials; e.g. door hangers, letters, flyers, etc.
2. Documents in support of PBCWUD presentations to the Board of County Commissioners, if requested.
3. Other public outreach materials and support as directed by PBCWUD staff; e.g. assistance with planning and coordinating public outreach events such as public meetings.
4. Small business outreach materials; e.g. letters, brochures, presentations.

#### **C. Resources:**

1. Communications Specialist
2. Small Business Development Specialist

3. Local Small Business Liaison

**Task No. 6: Construction Management Services Support**

- A. Services: Provide staff augmentation to support the Construction Management team in delivery of the growing volume of capital work in construction. This support also provides relief to the CM team given the recent loss of a PBCWUD construction inspector and the burgeoning volume of developer work being experienced. This augmentation will consist primarily of construction managers to provide construction management services for assigned projects. It will also include a construction inspector trained in the inspection of cured in place pipe for sewer rehabilitation; currently PBCWUD does not have staff trained and dedicated to this work. Augmentation through the PROGRAM MANAGER will result in more specialized staff, and more consistent administration of construction contracts since these individuals will be working for multiple years on PBCWUD capital projects.

In addition to assisting in the day to day administration of construction contracts, the PROGRAM MANAGER will continue to support the PROGRAM with constructability reviews, review and revision of construction contracts to be advertised, and advice and guidance regarding construction matters.

B. Deliverables:

1. Daily inspection reports, and other documentation associated with administering capital construction contracts; e.g. responses to contractor RFIs, monthly payment application reviews, contractor submittal reviews, etc.
2. Constructability review comments.
3. Documentation associated with the review and revision of construction contracts being prepared.

C. Resources:

1. Senior Construction Manager
2. Construction Managers
3. Construction Inspector

**Task No. 7: Knowledge Transfer Services**

- A. Services: A goal established for the CIP Program during CSA#1 was to, "Provide challenging professional development opportunities for our employees that allow them to achieve their full potential while increasing the capability of PBCWUD to deliver capital projects and world class service to our customers."

PROGRAM MANAGER shall support attainment of this goal by planning and coordinating training for PBCWUD staff in the following areas under this CSA:

1. Project management training prepared and delivered by MWH staff on various subjects such as change management, risk management, critical path scheduling, etc.
2. One or more specialized training classes as permitted by the budget involving third party vendors such as OSHA safety training for construction inspectors, sewer rehabilitation best practices, etc.

B. Deliverables:

1. Classroom presentations.
2. Third party vendor training.

C. Resources:

1. MWH staff
2. Third Party Vendors

## **COMPENSATION**

Lump Sum as provided in Attachment B.

## **SCHEDULE**

Work to be performed between April 1, 2016 and March 31, 2017 per Attachment C.

## **SBE PARTICIPATION**

### **1. SCHEDULE 3(A) – Professional Services Activity Report**

This form shall be submitted by the prime contractor with each payment application when SBE and/or M/WBE sub-consultants are utilized in the performance of the contract. This form shall contain the names of all SBE and M/WBE sub-consultants, specify the sub-consultants dollar amount for each sub-consultants and show amount drawn and payments to date issued to sub-consultants.

### **2. SCHEDULE 4 – SBE-M/WBE Payment Certification**

A Schedule 4 for each SBE and/or M/WBE sub-consultant shall be completed and signed by the proposed SBE and/or M/WBE after receipt of payment from the prime. When applicable, the prime shall submit this form with each application submitted to the County for payment to document payment issued to a sub-consultant in the performance of the contract.

SBE participation is included in the ATTACHMENT F under this authorization. The attached Schedule 1 defines the SBE applied to this CSA/Contract and Schedule 2 establishes the SBE contribution from each subcontractor (Letter of Intent to Perform as an SBE).



ATTACHMENT B

CONSULTANT SERVICES AUTHORIZATION NO. 4 - Capital Improvement Program Management and Implementation Services  
COMPENSATION FEE BREAKDOWN

Assumptions:

1. CSA covers the period April 1, 2016 through March 31, 2017
2. Multiplier for staff based in PBCWUD facilities **2.98**; Multiplier for staff traveling to/from PBCWUD to support the Program **3.00**
3. Allow 1000 hours for Principal Professional technical support to be provided on an as required basis.
4. Allow 500 hours for Cost Estimating support to be provided on an as required basis.
5. Provide 3 vehicles for staff use for project site visits.
6. Provide \$6,000.00 for misc. Other Direct Costs incurred during the period.
8. All software required for systems and tools implementation to be provided by PBCWUD.
9. Salary and billing rates escalated 4% per MSA.
10. 3 Construction Managers provided to meet growing CIP construction workload with 2 available on April 1, 2016 and the 3rd provided later in the year as construction continues to ramp up.
11. 1 Construction Inspector to be provided for Program-wide specialty work such as CIPP lining.

Task No.	Task Description	Labor Classification														Labor Subtotal	Subconsultants	ODCs	TOTAL	
		Program Manager	Sr. Project Mgr (Principal Professional)	Pgm Controls Mgr (Prin. Professional)	Principal Professional	Controls Support (Supervising Professional)	Project Mgr (Supervising Engineer)	Project Mgr (Professional Engineer)	Project Mgr (Professional Engineer)	Sr. Construction Manager	Construction Manager	Construction Manager	Small Business Development Specialist	Contract Administrator	Estimator					Labor Hours
		McDonald, J.	Irwin, C.	TBD	Nation, R. Jones, J. Henderson, C. TBD Young, S.	Song, Andrew	Ward, Adam	TBD	McBarnette, A.	Evans, J.	Richardson, E.	Bailey, J.	Whitley, K.	Cannella, J. Poquette, S. Seymour, E.	TBD					
Task 1	Program Management	1940 1940	0	0	0	0	0	0	0	0	0	0	0	0	0	2020 680 320 180 180	\$576,894.80 \$532,488.40 \$22,183.20 \$22,183.20	\$73,320.00 \$73,320.00	\$30,000.00 \$6,000.00	\$680,154.80 \$623,788.60 \$28,183.20 \$22,183.20 \$0.00
Task 2	Project Management	0	1940 1940	0	0	0	1940 1940	1616 1616	1940 1940	0	0	0	0	0	0	7436 7436	\$1,114,414.16 \$1,114,414.16	\$307,184.38 \$307,184.38	\$0.00	\$1,421,698.54 \$1,421,598.54
Task 3	Program Reporting and Controls	0	0	808 808	764 480 104 200	700 700	0	0	0	0	0	0	0	0	0	2292 1988	\$400,863.20 \$339,342.00	\$236,262.00 \$151,450.00	\$30,000.00 \$20,000.00	\$637,255.00 \$510,792.00 \$105,903.20 \$40,580.00
Task 4	Technical Support	0	0	0	1620 1000 520	0	0	0	0	0	0	0	0	0	500 500	2000 1500 520	\$406,878.00 \$300,120.00 \$105,456.00	\$0.00 \$25,000.00	\$35,000.00 \$25,000.00	\$441,878.00 \$325,120.00 \$105,456.00
Task 5	Outreach Services	0	0	0	0	0	0	0	0	0	0	0	180 180	0	0	180 180	\$40,575.60 \$40,575.60	\$49,300.16 \$20,380.00	\$16,000.00 \$3,000.00	\$104,975.76 \$63,855.60 \$41,020.16
Task 6	Construction Management Services Support	0	0	0	0	0	0	0	1940 1940	1616 1616	1455 1455	0	0	0	0	5011 5011	\$894,631.02 \$894,631.02	\$172,466.00 \$172,466.00	\$30,000.00 \$30,000.00	\$1,147,097.02 \$1,107,097.02 \$0.00
Task 7	Knowledge Transfer Services	0	0	0	120 120	0	0	0	0	0	0	0	0	0	0	120 120	\$24,336.00 \$24,336.00	\$0.00	\$30,000.00 \$5,000.00	\$54,336.00 \$29,336.00
	Labor Subtotal Hours	1940	1940	808	2424	700	1940	1616	1940	1616	1455	180	680	600	16678					
	Average Raw Salary Rate	\$68.89	\$70.84	\$60.00	\$67.60	\$45.98	\$53.38	\$50.98	\$34.60	\$63.06	\$71.98	\$53.91	\$75.14	\$41.09	\$64.88					
	Multiplier	2.98	2.98	3.00	3.00	3.00	2.88	2.88	2.88	2.88	2.88	3.00	3.00	3.00	3.00					
	Billing Rate = Average Raw Salary Rate X Multiplier	\$254.14	\$202.60	\$180.00	\$202.80	\$137.94	\$162.67	\$144.66	\$98.67	\$180.35	\$204.72	\$163.90	\$225.42	\$123.24	\$194.64					
	TOTAL	\$493,031.60	\$389,044.00	\$145,440.00	\$491,587.20	\$96,558.00	\$296,179.80	\$233,770.56	\$191,419.80	\$349,879.00	\$330,827.52	\$223,924.50	\$40,575.60	\$83,803.20	\$97,320.00	\$3,467,360.78	\$3,467,360.78	\$838,532.54	\$150,000.00	\$4,455,893.32
Subconsultant	Subconsultants																			
Subconsultant	NCCO Construction & Services, Inc. (McNeill, Arn, Scheduler, Admin)	\$918,252.54	18.363%																	
Subconsultant	Foresight Communications	\$20,280.00	0.455%																	
	Subconsultant Subtotal	\$938,532.54	18.919%																	

# ATTACHMENT - C

## PROJECT SCHEDULE

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

<u>Engineering Services</u>	<u>Completion Date from Notice to Proceed</u>
Program management services as described in Attachment A	March 31, 2017

**ATTACHMENT D  
SCHEDULE 1**

**LIST OF PROPOSED SBE-M/WBE CONSULTANT/SUBCONSULTANTS**

**PROJECT NAME:** Capital Improvement Program Management and Implementation Services      **PROJECT NO.** WUD 14-054  
**NAME OF PRIME CONSULTANT:** MWH Americas, Inc.      **ADDRESS:** 100 S. Dixie Highway, Suite 300, West Palm Beach, FL 33401  
**CONTACT PERSON:** Jack McDonald      **PHONE NO.:** 678-428-6328    **FAX NO.:** 561-650-0074  
**DESCRIPTION OF SERVICES** Continuation of program management and initiation of construction management services to execute the PBCWUD CIP

**PLEASE LIST THE DOLLAR AMOUNT AND PERCENTAGE OF WORK TO BE COMPLETED BY THE PRIME ON THIS PROJECT.  
PLEASE ALSO LIST THE DOLLAR AMOUNT AND PERCENTAGE OF WORK TO BE COMPLETED BY ALL SUB-CONSULTANTS ON THIS  
PROJECT. IDENTIFY ALL APPLICABLE CATEGORIES OF CONSULTANT/SUBCONSULTANTS**

Name, Address and Phone Number	(Check one or both Categories)		Consultant/Sub-consultant Dollar Amount and Percentage of Services				
	<u>M/WBE</u>	<u>SBE</u>					
	Minority Business	Small Business	Black	Hispanic	Women	Caucasian	Other (Please Specify)
1. MCO Construction & Services, Inc.; 1450 N. Magnolia Dr., West Palm Beach, FL 33401; 786-546-0184	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$818,252.54	_____	_____	_____	_____
2. Foresight Communications & Consulting, Inc.; 6168 Royal Birkdale Dr.; Lake Worth, FL 33463; 561-386-1409	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	\$20,280.00	_____	_____
3.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
4.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
(Please use additional sheets if necessary)							
<b>Total SBE-M/WBE Participation 18.81%</b>		<b>Total</b>	\$818,252.54	_____	\$20,280.00	_____	_____

**NOTE:** 1. The percentages listed on this form must be supported by the sub-consultant 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

**OSBA SCHEDULE 2**  
**LETTER OF INTENT TO PERFORM AS AN SBE-M/WBE CONSULTANT/SUBCONSULTANT**

This document must be completed by ALL SBE-M/WBE's and submitted with this CSA. Specify in detail, the particular consulting services to be performed and the dollar amount and/or percentage for each services. SBE credit will only be given for services which the SBE-M/WBE's is certified to perform. Failure to properly complete Schedule 2 will result in your SBE participation not being counted.

PROJECT NUMBER: WUD 14-054 PROJECT NAME: Capital Improvement Program Management & Implementation Services

TO: MWH Americas, Inc.  
(Name of Prime Consultant)

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: 1/23/2014

The undersigned is prepared to perform the following described consulting services in connection with the above project and will enter into a formal agreement for work with you, conditioned upon execution of a contract with Palm Beach County.

Additional Sheets May Be Used As Necessary

(Specify in detail the particular consulting services thereof to be performed)

Public outreach services in support of the execution of PBCWUD's Capital Improvement Program. Services include preparation of informational materials advising residents, businesses and public officials about various projects, assisting in distribution of these materials, coordination of public meetings, advising on public outreach efforts and activities and other public outreach activities as identified and requested.

Total SBE-M/WBE Participation 0.45 %

If undersigned intends to sub-subcontract any portion of this job to a certified SBE-M/WBE or a non-SBE sub-consultant, please list the name of that sub-consultant and the amount below.

Price or Percentage N/A  
(Name of Sub-consultant)

The Prime Consultant affirms that it will monitor the SBE-M/WBE listed to ensure the SBE-M/WBE perform the services with their own work force. The undersigned SBE-M/WBE Prime or SBE-M/WBE sub-consultant affirms that it has the resources necessary to perform the work listed without subcontracting to a non-certified SBE or any other certified SBE sub-consultants except as noted above.

The undersigned sub-consultant understands that the provision of this form to the Prime Consultant does not prevent sub-consultant from providing quotations to other.

Foresight Communications & Consulting, Inc.  
Print name of  
SBE-M/WBE Sub-consultant  
By: Linda Culbertson  
(Signature)  
Linda Culbertson / President  
Print name/title of person executing on behalf  
of SBE-M/WBE  
Date: 5/6/16

OSBA SCHEDULE 2

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

This document must be completed by ALL SBE-M/WBE's and submitted with this CSA. Specify in detail, the particular consulting services to be performed and the dollar amount and/or percentage for each services. SBE credit will only be given for services which the SBE-M/WBE's is certified to perform. Failure to properly complete Schedule 2 will result in your SBE participation not being counted.

PROJECT NUMBER: WUD 14-054 PROJECT NAME: Capital Improvement Program Management & Implementation Services

TO: MWH Americas, Inc.  
(Name of Prime Consultant)

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: 3/24/15

The undersigned is prepared to perform the following described consulting services in connection with the above project and will enter into a formal agreement for work with you, conditioned upon execution of a contract with Palm Beach County.

Additional Sheets May Be Used As Necessary

(Specify in detail the particular consulting services thereof to be performed)

Provide staff augmentation for project management (1 project manager), program/project controls (a scheduler and document controls and reporting specialist), outreach services (a part-time small business liaison) and construction management services (1 construction inspector).

Total SBE-M/WBE Participation 18.36%

If undersigned intends to sub-subcontract any portion of this job to a certified SBE-M/WBE or a non-SBE sub-consultant, please list the name of that sub-consultant and the amount below.

Price or Percentage N/A  
(Name of Sub-consultant)

The Prime Consultant affirms that it will monitor the SBE-M/WBE listed to ensure the SBE-M/WBE perform the services with their own work force. The undersigned SBE-M/WBE Prime or SBE-M/WBE sub-consultant affirms that it has the resources necessary to perform the work listed without subcontracting to a non-certified SBE or any other certified SBE sub-consultants except as noted above.

The undersigned sub-consultant understands that the provision of this form to the Prime Consultant does not prevent sub-consultant from providing quotations to other.

MCO Construction and Services, Inc.  
Print name of  
SBE-M/WBE Sub-consultant  
By: [Signature]  
(Signature)  
Ann McNeill / President  
Print name/title of person executing on behalf  
of SBE-M/WBE  
Date: 5/6/16

**OSBA Schedule 3(A)  
PROFESSIONAL SERVICES ACTIVITY REPORT**

Project No.: \_\_\_\_\_  
Task Authorization No: \_\_\_\_\_

REPORTING PERIOD: \_\_\_\_\_

Prime Consultant Address: \_\_\_\_\_  
City/State: \_\_\_\_\_ Zip \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Phone # \_\_\_\_\_  
Contract Name: \_\_\_\_\_  
Contract Term: \_\_\_\_\_ Contract Amount\$ \_\_\_\_\_  
Total Percentage performed by the Prime's Firm: \_\_\_\_\_ SBE-M/WBE Firm: \_\_\_\_\_  
Service Type: Architectural \_\_\_\_\_ Engineering \_\_\_\_\_ Surveying \_\_\_\_\_  
Other (Specify) \_\_\_\_\_  
Have Sub-Consultants completed work with its own workforce for this application?  
Yes \_\_\_\_\_ No \_\_\_\_\_

Note: If yes, complete below:

**SUB-CONSULTANTS**

1. Firms Name: \_\_\_\_\_  
Address/Tel: \_\_\_\_\_  
Estimated Start Date: \_\_\_\_\_ Contract Amount: \_\_\_\_\_  
**SCOPE OF WORK:** \_\_\_\_\_  
Percentage/Hrs Completed: \_\_\_\_\_ Amount Paid To Date \_\_\_\_\_
  
2. Firm's Name: \_\_\_\_\_  
Address//Tel: \_\_\_\_\_  
Estimated Start Date: \_\_\_\_\_ Contract Amount: \_\_\_\_\_  
**SCOPE OF WORK:** \_\_\_\_\_  
Percentage/Hrs Completed: \_\_\_\_\_ Amount Paid To Date \_\_\_\_\_
  
3. Firm's Name: \_\_\_\_\_  
Address/Tel: \_\_\_\_\_  
Estimated Start Date: \_\_\_\_\_ Contract Amount \_\_\_\_\_  
**SCOPE OF WORK:** \_\_\_\_\_  
Percentage/Hrs Completed: \_\_\_\_\_ Amount Paid To Date \_\_\_\_\_

I certify that the above is true to the best of my knowledge

\_\_\_\_\_  
Signature/Title





# ATTACHMENT - E

## AUTHORIZATION STATUS REPORT

### SUMMARY AND STATUS OF REQUESTS FOR AUTHORIZATIONS

Auth. No.	Description	Status	Project Total Amount	SBE Total Amount	SBE Participation %	Approved By	Date Approved	WUD No. Assigned	Consultant's Project No.
001	Owner's Advisor Startup Services	Approved	\$750,000.00	\$82,920.00	11.05%	BCC	8/19/2014	14-054	10505696
001.1	Owner's Advisor Startup Services (Supplement #1)	Approved	\$0.00	\$0.00	0.00%	PBCWUD Dir	10/6/2014	14-054	10505696
002	Program Management Services – Year 1 – Phase 1	Approved	\$1,945,414.60	\$295,733.76	15.20%	BCC	11/18/2014	14-054	10506053
003	Program Management Services – Apr 1, 2015 through Mar 31, 2016	Approved	\$3,463,524.75	\$893,989.71	25.81%	BCC	6/2/2015	14-054	10507294
004	Program Management Services – Apr 1, 2016 through Mar 31, 2017	Pending	\$4,455,893.32	\$838,532.54	18.81%			14-054	TBA
<b>Total</b>			<b>\$10,614,832.67</b>	<b>\$2,111,176.01</b>	<b>19.88%</b>				

# ATTACHMENT - F

## AUTHORIZATION STATUS REPORT

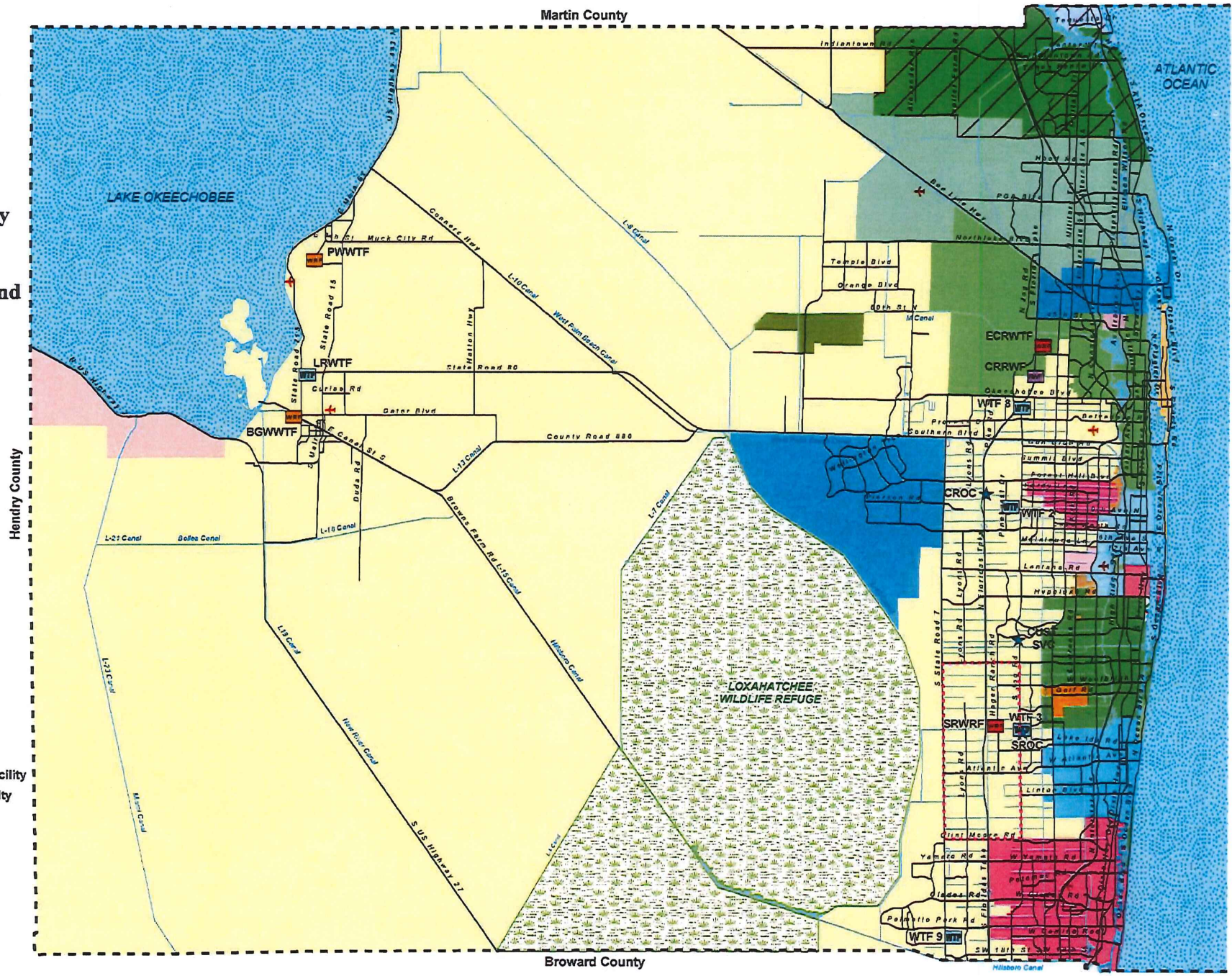
### SUMMARY OF SBE / MINORITY BUSINESS TRACKING

	Total	SBE
<b>Current Proposal</b>		
Value of Authorization No.	\$4,455,893.32	
Value of SBE Letters of Intent	\$838,532.54	\$838,532.54
Actual Percentage	18.81%	18.81%
<b>Signed/Approved Authorizations</b>		
Total Value of Authorizations	\$6,158,939.35	
Total Value of SBE Signed Subcontracts	\$1,272,643.47	\$1,272,643.47
Actual Percentage	20.66%	20.66%
<b>Signed/Approved Authorizations Plus Current Proposal</b>		
Total Value of Authorizations	\$10,614,832.67	
Total Value of Subcontracts & Letters of Intent	\$2,111,176.01	\$2,111,176.01
Actual Percentage	19.88%	19.88%
<b>GOAL</b>	23.7%	23.7%

# ATTACHMENT G



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



- Legend**
- ★ Administration
  - 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