

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: April 10, 2018

Consent  Regular   
Public Hearing

Department: Water Utilities Department

I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to approve:** Amendment No. 1 to the Contract with Mock, Roos & Associates, Inc., for Consulting/Professional Services for the Lift Station Rehabilitation Project B (Project) in an amount not to exceed \$247,209.66.

**Summary:** On September 13, 2016, the Board of County Commissioners (BCC) approved the Water Utilities Department (WUD) Consulting/Professional Services Contract (Contract) with Mock, Roos & Associates, Inc., for design and bidding services required to rehabilitate 60 lift stations for a term of five (5) years (R2016-1172). Amendment No. 1 to the Contract updates the Scope of Work to provide engineering services during construction for 28 lift stations to be rehabilitated under the Project. These services include coordination meetings, construction inspection, shop drawing review, responding to requests for information (RFIs), review of Operation and Maintenance (O&M) Manuals, assistance with issuance of Substantial and Final Completion and record drawings review. No time extension will be provided as part of Amendment No. 1. The Small Business Enterprise (SBE) participation established by the SBE Ordinance is 15% overall. The Contract with Mock, Roos & Associates, Inc., provides for SBE participation of 98% overall. Amendment No. 1 has 100% of SBE participation. The cumulative SBE participation, including Amendment No. 1 is 100%. Mock, Roos & Associates, Inc., is a Palm Beach County company. The Project is included in the WUD FY18 Budget. (WUD Project No. 15-096B) Countywide (MJ)

**Background and Justification:** Amendment No. 1 updates the contractual Scope of Work to provide the necessary Engineering Services during construction as described in the summary above for this Contract. The total amount to be paid by WUD under this Contract for all services and materials including, if applicable, "out of pocket" expenses will increase the not to exceed amount by \$247,209.66 with no associated time increase.

**Attachments:**

1. Three (3) Original Amendment No. 1
2. Location Map
3. Summary of Certificate of Insurance from ITS

Recommended By: Jim Stiles Department Director 3-9-18 Date

Approved By: [Signature] Deputy County Administrator 3/20/18 Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2018	2019	2020	2021	2022
Capital Expenditures	<u>\$247,210</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Operating Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
External Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Program Income (County)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In-Kind Match County	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>NET FISCAL IMPACT</b>	<b><u>\$247,210</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>
# ADDITIONAL FTE POSITIONS (Cumulative)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

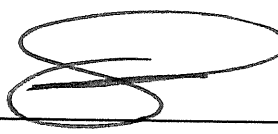
Budget Account No.: Fund 4011 Dept 721 Unit W031 Object 6546

Is Item Included in Current Budget? Yes X No     

Does this item include the use of federal funds? Yes      No X

Reporting Category N/A


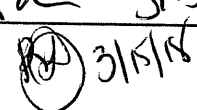
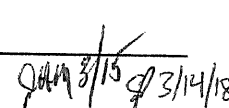
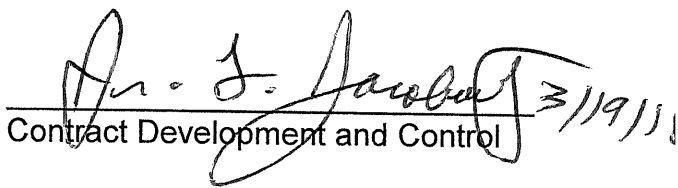
**B. Recommended Sources of Funds/Summary of Fiscal Impact:**




**C. Department Fiscal Review:** \_\_\_\_\_

**III. REVIEW COMMENTS**

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

 OFMB <u>3/15/18</u>  <u>3/15/18</u>	 <u>3/14/18</u>	 Contract Development and Control <u>3/19/18</u>
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**B. Legal Sufficiency:**

  
3/26/18  
 Assistant County Attorney

**C. Other Department Review:**

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

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

**AMENDMENT NO. 1 TO  
CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES  
LIFT STATION REHABILITATION PROJECT B  
CD08 PROJECT NO. WUD 15-096B**

This Amendment is made as of the day of \_\_\_\_\_ 20 \_\_\_\_\_, by and between Palm Beach County, a Political Subdivision of the State of Florida, by and through its Board of Commissioners, hereinafter referred to as the COUNTY, and Mock, Roos & Associates, Inc. [ ] an individual, [ ] a partnership, [X] a corporation authorized to do business in the State of Florida, hereinafter referred to as the CONSULTANT, whose Federal I.D. is 59-0878800.

In consideration of the mutual promises contained herein, the COUNTY and the CONSULTANT agree that the Contract for Consulting/Professional Services entered into by the parties on September 13, 2016, and referenced by County Resolution Number R2016-1172 (hereinafter "the Contract"), is amended as follows:

1. Additional services shall be provided pursuant to Exhibit A1 which is attached hereto and made a part hereof.
2. The pricing as depicted in the Contract is not changed. Exhibit B, Fee Schedule to the Contract is not modified by this Amendment.
3. The compensation in the Contract was a not-to-exceed fee of \$1,599,149.77. The not-to-exceed amount is hereby increased by \$247,209.66 from \$1,599,149.77 to \$1,846,359.43 as contained in Exhibit C1 which only depicts the increased amount for the additional services and which is attached hereto and made a part hereof.
4. The project schedule as depicted in the Contract is not changed. Exhibit D, Project Schedule to the Contract is not modified by this Amendment.
5. The SBE schedules 1 and 2 are contained in Exhibit E1 attached hereto and made a part hereof for the additional services contained in this Amendment.

All other provisions in the Contract remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Amendment No. 1 on Behalf of the COUNTY and CONSULTANT has hereunto set its hand the day and year above written.

**AMENDMENT NO. 1 TO  
CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES  
LIFT STATION REHABILITATION PROJECT B  
CD08 PROJECT NO. WUD 15-096B**

ATTEST:  
SHARON R. BOCK  
CLERK & COMPTROLLER

PALM BEACH COUNTY, BY ITS  
BOARD OF COUNTY COMMISSIONERS

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Melissa McKinlay, Mayor

WITNESS:

CONSULTANT

Debra C. McCray  
Signature

Garry Gruber  
Signature

Debra C. McCray, Corporate Secretary  
Name (Type or Print)

Garry Gruber, P.E., Senior Vice President  
Name (Type or Print)

Mock, Roos & Associates, Inc.  
Firm

Corporate Seal)

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

APPROVED AS TO TERMS  
AND CONDITIONS

By: \_\_\_\_\_  
Assistant County Attorney

By: Jim Stiles  
Department Director

## EXHIBIT A1

### AMENDMENT NO. 1 TO CONTRACT FOR CONSULTING PROFESSIONAL SERVICES LIFT STATION REHABILITATION PROJECT B CD08 PROJECT NO. WUD 15-096B

#### Task 9 – Engineering Services During Construction

CONSULTANT shall perform Engineering Services During Construction to assist the COUNTY with monitoring the construction of the Lift Station Rehabilitation Project B; Bid Package No. 1. CONSULTANT will assist the COUNTY as a representative and the COUNTY will be the primary point of contact for the Construction of the Project.

For Bid Package No. 1, the CONSULTANT's Scope of Services shall include performance of the following specific tasks. Other tasks associated with the construction contract administration, project certification, and site inspection shall be conducted by others and can be added to the CONSULTANT's scope of services by amendment if mutually agreed. This Scope of Services is based on an anticipated overall construction duration of 24 months with 20 months of active onsite construction. The CONTRACTOR shall issue all communication through the COUNTY to the CONSULTANT and the CONSULTANT will issue all communication to the CONTRACTOR through the COUNTY.

- 1. Coordination Meetings** – CONSULTANT will attend the pre-construction meeting with the COUNTY and CONTRACTOR. Following the meeting CONSULTANT shall provide the COUNTY with meeting minutes summarizing the items discussed. CONSULTANT shall attend up to 8 progress meetings (as requested by the COUNTY) with the CONTRACTOR and COUNTY to discuss project progress and discuss whether the work is being conducted in conformance with the requirements of the Contract Documents and the construction schedule. The CONTRACTOR shall issue all its communications to the CONSULTANT through the COUNTY, and the CONSULTANT will issue all communication to the CONTRACTOR through the COUNTY.
- 2. Permitting Assistance** – CONSULTANT will coordinate with the COUNTY and various permitting agencies (if requested by the COUNTY) to assist the COUNTY with tasks related to permits and close-out of permits.
- 3. Shop Drawing Review** – CONSULTANT will review and provide comments on the civil, electrical, and mechanical equipment and material shop drawings submitted by the CONTRACTOR to the COUNTY. The shop drawings will be provided to the CONSULTANT by the COUNTY. The reviewed shop drawings will be returned to the COUNTY for the COUNTY to distribute to the CONTRACTOR. The CONSULTANT will prepare the shop drawing log and provide an updated copy of the shop drawing log to the COUNTY each time shop drawings are received from or returned to the COUNTY. It is assumed that 300 shop drawings will be included in this project (ten shop drawings per individual lift station plus twenty additional shop drawings). The COUNTY shall be responsible for ensuring that all required shop drawings are provided by the CONTRACTOR for review and approval as required. The COUNTY shall be responsible for review and approval of all other submittals outlined in the Contract Documents.

4. **Electronic Equipment Data Sheets:** CONSULTANT shall review (if requested) electronic equipment data sheets submitted to the COUNTY by the CONTRACTOR to determine if the electronic equipment data sheets submitted are in conformance with the Contract Documents
5. **Requests for Information (RFIs)** – CONSULTANT shall respond in writing to CONTRACTOR's Request for Information (RFI), submitted by the CONTRACTOR to the COUNTY, regarding the civil and mechanical design documents for the Project. CONSULTANT after consultation with COUNTY, shall issue interpretations and clarifications of the Contract Documents, along with associated support materials, as requested by the COUNTY. These interpretations will be rendered and a response prepared and submitted to the COUNTY for issuance to the CONTRACTOR. It is assumed 60 RFIs will be included in this project. The COUNTY will be responsible for preparing and maintaining the RFI log.
6. **Substantial Completion/Punch-lists** – The CONSULTANT will, together with the CONTRACTOR and COUNTY, determine when substantial completion occurs, defined as the ability of the COUNTY to achieve beneficial use of the Project. CONSULTANT will prepare and distribute the Certificate of Substantial Completion to the COUNTY for execution by COUNTY and CONTRACTOR along with associated punch-lists of remaining work for each lift station.
7. **Final Completion Walk-Through/Follow-up** – The CONSULTANT will perform one "final completion walk-through" with the CONTRACTOR and COUNTY for facilities completed to determine final completion and resolution of all punch-list items.
8. **Contract Administration** – Under this task, the CONSULTANT shall administer the Contract between the CONSULTANT and the COUNTY, and the CONSULTANT shall monitor progress of the project, manage resources to achieve the schedule, budget, and work quality goals of the project. Communications with the COUNTY regarding invoices and the required documentation will be conducted under this task and invoices shall be prepared monthly.

The following Task Nos. 9 through 14 shall be associated with only the electrical components of each lift station.

9. **Requests for Information (RFIs)** – CONSULTANT shall provide the services of an Electrical SUBCONSULTANT to respond in writing to Contractor's Request for Information (RFI), submitted by the CONTRACTOR to the COUNTY, regarding the electrical design documents for the Project. CONSULTANT after consultation with COUNTY, shall issue interpretations and clarifications of the Contract Documents, along with associated supporting materials, as requested by the COUNTY. These interpretations will be rendered and a response prepared and submitted to the COUNTY for issuance to the CONTRACTOR. It is assumed 60 RFIs will be included in this project. The COUNTY will be responsible for preparing and maintaining the RFI log.
10. **Field Observations** – CONSULTANT shall provide the services of an Electrical SUBCONSULTANT to provide electrical field observations at various stages of construction to observe that the work generally conforms to the project plans and specifications for Bid Package 1. It is assumed that four (4) field observations will be made at each lift station (one

observation before the concrete slab is poured, one observation at the lift station startup, one observation at substantial completion, and one at final completion).

11. **Operation and Maintenance (O&M) Manuals** – The CONTRACTOR is required to submit an O&M Manual as required by the Contract Documents. CONSULTANT shall provide the services of an Electrical SUBCONSULTANT to review electrical aspects of the O&M manuals submitted by the CONTRACTOR prior to substantial completion and final completion to ensure conformance with Contract Documents.
12. **Substantial Completion/Punch-lists** – The CONSULTANT shall provide the services of an Electrical SUBCONSULTANT to, together with the CONTRACTOR and COUNTY, determine when substantial completion occurs, defined as the ability of the COUNTY to achieve beneficial use of the Project. CONSULTANT shall provide the services of an Electrical SUBCONSULTANT to prepare and distribute the Certificate of Substantial Completion to the COUNTY for execution by COUNTY and Contractor along with associated punch-lists.
13. **Final Completion Walk-Through/Follow-up** – The CONSULTANT shall provide the services of an Electrical SUBCONSULTANT to perform one "final completion walk-through" with the CONTRACTOR and COUNTY for facilities completed to determine final completion and resolution of all punch-list items.
14. **Record Drawings** – Upon Substantial Completion and prior to final acceptance, the CONTRACTOR shall finalize and deliver a complete set of as-builts to the COUNTY for transmittal to the CONSULTANT. The CONSULTANT shall provide the services of an Electrical SUBCONSULTANT to review the CONTRACTOR'S as-built drawings to confirm the drawings for conformance with the Contract Documents and provide comments as necessary. The SUBCONSULTANT'S record drawing comments will be provided to the COUNTY to transmit to the CONTRACTOR.

For **Bid Package 2**, The CONSULTANT'S Scope of Services and compensation will be determined in a future amendment to this Contract.

**Palm Beach County Professional Engineering Consulting Services**  
**For Lift Station Rehabilitation – WUD 15-096B**  
**Mock, Roos & Associates, Inc.**  
**Exhibit "B"**  
**Fee Schedule – 2016**

Classification	Raw Labor Rate	Burdened Labor Rate
Principal	\$60.00	\$180.00
Senior Engineer	\$62.75	\$188.25
Sr. Project Engineer	\$55.21	\$165.63
Project Engineer	\$45.17	\$135.51
Engineer	\$28.52	\$85.56
CADD Technician	\$25.24	\$75.72
Sr. Field Representative	\$36.05	\$108.15
Sr. Admin. Assistant	\$23.00	\$69.00

Multiplier Calculation	
Salaries/Wages:	1.00
Overhead/Fringe Benefits:	1.77
Subtotal:	2.77
10% Profit Margin:	0.28
Total Multiplier	3.05

Capped PBC Multiplier                    **3.00**

Out-of-Pocket Reimbursable Expenses = \$10,000 for this contract  
Out-of-Pocket Expenses are billed at cost. Out-of-Pocket Expenses include:  
Travel, Tolls, Parking Fees, Printing, Copying, and Postage.



EXHIBIT C1									
BUDGET SUMMARY									
Task No.	Task Description	Labor Classification and Hourly Rate						C&W Engineering Total Sub-Consultant Services	
		Mock•Roos					Total Hours		Total Raw Labor
		Principal	Senior Project Engineer	Engineer	Senior Administration	Total Hours			
<b>Task 9 - Engineering Services During Construction</b>									
9.1	Coordination Meetings	2	42	44	3	91	\$3,762.70		
9.2	Permitting Assistance	6	28	28	4	66	\$2,796.44		
9.3	Shop Drawing Review	8	84	140	20	252	\$9,570.44	\$23,790.00	
9.4	Electronic Equipment Data Sheets					0	\$0.00		
9.5	Request for Additional Information (RAIs)	4	28	56	4	92	\$3,475.00		
9.6	Substantial Completion/Punchlist	14	56	112	28	210	\$7,770.00		
9.7	Final Completion Walk-Through / Follow-up	6	56	84	28	174	\$6,491.44		
9.8	Contract Administration	36	36			72	\$4,147.56		
9.9	Request for Additional Information (RAIs)	14	14		14	42	\$1,934.94	\$8,756.00	
9.10	Field Observations	14	14		14	42	\$1,934.94	\$9,250.00	
9.11	Operation and Maintenance Manuals	14	28		28	70	\$3,029.88	\$16,940.00	
9.12	Substantial Completion/Punchlist					0	\$0.00	\$22,770.00	
9.13	Final Completion Walk-Through / Follow-up					0	\$0.00	\$10,670.00	
9.14	Record Drawings	14	28		14	56	\$2,707.88	\$10,670.00	
						0			
	Labor Subtotal Hours	132	414	464	157	1,167			
	Labor Raw Hourly Rate	\$60.00	\$55.21	\$28.52	\$23.00				
	Labor Totals	\$7,920.00	\$22,856.94	\$13,233.28	\$3,611.00		\$47,621.22	\$102,846.00	
	Labor Multiplier	3.00	3.00	3.00	3.00				
	Loaded Labor Cost	\$23,760.00	\$68,570.82	\$39,699.84	\$10,833.00				
	Mock•Roos Total Labor Cost	\$142,863.66							
	Sub-Consultant Services (Lump Sum)	\$102,846.00							
	Subtotal (Labor Total)	\$245,709.66							
	Out-of-Pocket Reimbursable Expenses	\$1,500.00							
	<b>Project Totals</b>	<b>\$247,209.66</b>							

**Exhibit D**

**Project Schedule**

## LIFT STATION REHABILITATION PROJECT B

Task Name	Duration	Start	Finish	2016			2017				2018				2019				2020				2021				
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1 CD08 WUD #16-035	1297d	10/03/16	09/21/21																								
2 Bid Package No. 1	1062d	10/03/16	10/27/20																								
3 Task 1 - Lift Station Review	35d	10/03/16	11/18/16																								
4 1.1 - Field Visit (4S LS)	20d	10/03/16	10/28/16																								
5 1.2 - Electrical Field Visit (20 LS)	10d	10/31/16	11/11/16																								
6 1.3 - Scope Review Meetings	5d	11/14/16	11/18/16																								
7 1.4 - Review As-built	5d	11/14/16	11/18/16																								
8 Task 2 - Utility Locates	1d	11/21/16	11/21/16																								
9 2.1 - Utility Locates	1d	11/21/16	11/21/16																								
10 Task 3 - Survey and Title Search	80d	11/21/16	03/10/17																								
11 3.1 - Topographic Survey	60d	11/21/16	02/10/17																								
12 3.2 - Encumbrance Report	40d	12/19/16	02/10/17																								
13 3.3 - Sketch and Legal	20d	02/13/17	03/10/17																								
14 Task 4 - Geotechnical Investigations	45d	01/02/17	03/03/17																								
16 4.1 - Geotechnical Investigation (5 LS)	45d	01/02/17	03/03/17																								
16 Task 5 - Design	185d	12/12/16	08/25/17																								
17 5.1 - 60% Design Submittal	60d	12/12/16	03/03/17																								
18 County's Review	5d	03/08/17	03/10/17																								
19 5.2 - Electrical Design	120d	03/06/17	08/18/17																								
20 5.3 - 90% Design Submittal	30d	03/13/17	04/21/17																								
21 County's Review	5d	04/24/17	04/28/17																								
22 5.4 - 100% Design Submittal	30d	05/01/17	08/08/17																								
23 County's Review	5d	06/12/17	06/16/17																								
24 5.5 - Final Submittal	10d	08/14/17	08/23/17																								
25 Task 6 - Permitting	45d	06/12/17	08/11/17																								
26 6.1 - Permit Applications	15d	06/12/17	08/01/17																								
27 6.2 - Building Department Permit	30d	07/03/17	08/11/17																								
28 Task 7 - Bidding Services	47d	08/28/17	10/31/17																								
29 7.1 - Bid Documents	5d	08/28/17	09/01/17																								
30 7.2 - Pre-bid	1d	10/09/17	10/09/17																								
31 7.3 - Clarifications	5d	10/10/17	10/16/17																								
32 7.4 - Attend Bid Opening	1d	10/24/17	10/24/17																								
33 7.5 - Recommendation for Award	1d	10/31/17	10/31/17																								
34 Task 8 - Project Management	262d	10/31/16	10/31/17																								
35 8.1 - Contract Administration	262d	10/31/16	10/31/17																								
36 8.2 - QA/QC	125d	03/06/17	08/25/17																								
37 8.3 - Monthly Status Reports	262d	10/31/16	10/31/17																								
38 8.4 - Project Meetings	262d	10/31/16	10/31/17																								
39 Task 9 - Deliverables During Construction	780d	11/01/17	10/27/20																								
40 9.1 - Construction	780d	11/01/17	10/27/20																								

Task Name	Duration	Start	Finish	2016				2017				2018				2019				2020				2021			
				Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
41																											
42	▢ Bid Package No. 2	1032d	10/09/17	09/21/21																							
43	▢ Task 1 - Lift Station Review	35d	10/09/17	11/24/17																							
44	1.1 - Field Visit (30 LS)	20d	10/09/17	11/03/17																							
45	1.2 - Electrical Field Visit (20 LS)	10d	11/06/17	11/17/17																							
46	1.3 - Scope Review Meetings	5d	11/20/17	11/24/17																							
47	1.4 - Revlow Asbuilt	5d	11/20/17	11/24/17																							
48	▢ Task 2 - Utility Locates	1d	11/27/17	11/27/17																							
49	2.1 - Utility Locates	1d	11/27/17	11/27/17																							
50	▢ Task 3 - Survey and Title Search	80d	11/27/17	03/16/18																							
51	3.1 - Topographic Survey	60d	11/27/17	02/16/18																							
52	3.2 - Encumbrance Report	40d	12/25/17	02/16/18																							
53	3.3 - Sketch and Legal	20d	02/19/18	03/16/18																							
54	▢ Task 4 - Geotechnical Investigations	0	01/08/18	01/08/18																							
55	4.1 - Geotechnical Investigation (0 LS)	0	01/08/18	01/08/18																							
56	▢ Task 5 - Design	185d	12/18/17	09/31/18																							
57	5.6 - 60% Design Submittal	60d	12/18/17	03/09/18																							
58	County's Review	5d	03/12/18	03/16/18																							
59	5.7 - Electrical Design	120d	03/12/18	08/24/18																							
60	5.8 - 90% Design Submittal	30d	03/19/18	04/27/18																							
61	County's Review	5d	04/30/18	05/04/18																							
62	5.9 - 100% Design Submittal	30d	05/07/18	06/15/18																							
63	County's Review	5d	06/18/18	06/22/18																							
64	5.10 - Final Submittal	10d	08/20/18	08/31/18																							
65	▢ Task 6 - Permitting	45d	06/18/18	08/17/18																							
66	6.1 - Permit Applications	15d	06/18/18	07/06/18																							
67	6.2 - Building Department Permit	30d	07/09/18	08/17/18																							
68	▢ Task 7 - Bidding Services	47d	09/03/18	11/06/18																							
69	7.6 - Bid Documents	5d	09/03/18	09/07/18																							
70	7.7 - Pro-bid	1d	10/15/18	10/15/18																							
71	7.8 - Clarifications	5d	10/16/18	10/22/18																							
72	7.9 - Attend Bid Opening	1d	10/30/18	10/30/18																							
73	7.10 - Recommendation for Award	1d	11/06/18	11/06/18																							
74	▢ Task 8 - Project Management	262d	11/06/17	11/06/18																							
75	8.1 - Contract Administration	262d	11/06/17	11/06/18																							
76	8.2 - QA/QC	125d	03/12/18	08/31/18																							
77	8.3 - Monthly Status Reports	262d	11/06/17	11/06/18																							
78	8.4 - Project Meetings	262d	11/06/17	11/06/18																							
79	▢ Task 9 - Deliverables During Construction	750d	11/07/18	09/21/21																							
80	9.1 - Construction	750d	11/07/18	09/21/21																							

**EXHIBIT E1  
SCHEDULE 1**

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

PROJECT NAME: Lift Station Rehabilitation Project B PROJECT NO. 15-096B  
 NAME OF PRIME CONSULTANT: Mock, Roos & Associates, Inc. ADDRESS: 5720 Corporate Way, West Palm Beach, FL 33407  
 CONTACT PERSON: Garry Gruber, P.E. PHONE NO.: (561) 683-3113, x-293 FAX NO. (561) 478-7248  
 DESCRIPTION OF SERVICES Engineering Services During Construction

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. Mock, Roos & Associates, Inc. 5720 Corporate Way West Palm Beach, FL 33407	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	_____	\$144,363.66-58.40%	_____
2. C & W Engineering 2775 Vista Parkway, Suite G-6 West Palm Beach, FL 33411	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	_____	\$102,846.00-41.60%	_____
3.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
4.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
5.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
(Please use additional sheets if necessary)							
Total SBE-M/WBE Participation <u>100</u> %		<b>Total</b>	_____	_____	_____	\$247,209.66 - 100%	_____

**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: 15-096B PROJECT NAME: Lift Station Rehabilitation Project B

TO: Mock, Roos & Associates, 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 \_\_\_\_\_ X \_\_\_\_\_ Other (Please Specify) \_\_\_\_\_

Date of Palm Beach County Certification: October 16, 2016 – October 15, 2019

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)

\_\_\_\_\_  
Civil  
\_\_\_\_\_  
\_\_\_\_\_

Total SBE-M/WBE Participation 58.40%

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 \$144,363.66 \_\_\_\_\_  
(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.

Mock, Roos & Associates, Inc.  
Print name of  
SBE-M/WBE Sub-consultant  
By: \_\_\_\_\_  
(Signature)

Garry Gruber, P.E., Senior Vice President  
Print name/title of person executing on behalf  
of SBE-M/WBE

Date: 12/17/12

**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: 15-096B PROJECT NAME: Lift Station Rehabilitation Project B

TO: Mock, Roos & Associates, 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: March 26, 2016 – March 25, 2019

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)

Electrical

**Total SBE-M/WBE Participation 41.60%**

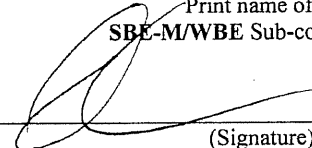
If undersigned intends to sub-subcontract any portion of this job to a certified SBE-M/WBE or a non-SBE sub-consultant, please list the name of that sub-consultant and the amount below.

Price or Percentage \$102,846.00 \_\_\_\_\_  
(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.

C & W Engineering  
Print name of  
**SBE-M/WBE** Sub-consultant

By:   
(Signature)

Dale G. Walker, P.E., President  
Print name/title of person executing on behalf  
of **SBE-M/WBE**

Date: 12/20/18

# C & W engineering

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Electrical Consultants

2775 Vista Parkway, G-6  
West Palm Beach, FL 33411  
(561) 642-5333

November 4, 2017

John Cairnes, P.E.  
Mock Roos & Associates, Inc.  
5720 Corporate Way  
West Palm Beach, Florida 33407

Subject: PBC WUD Lift Station, services during construction. (PA#B5044.10)  
C&W Ref. 68217.cs

Dear John:

I am pleased to submit this proposal for the PBC WUD lift station construction phase services. This proposal includes the backup spreadsheet:

1. Work Elements
2. PBC WUD Is scope of work

The proposed lump sum fee amount is **\$ 102,846.00**

Please call or write if you have questions or comments.

Very truly yours,

**C & W Engineering**

  
Dale G. Walker, P.E.

DGW/nl



## Palm Beach County WUD Lift Stations, package B

MRA # B5044.00

C&W project # 68217.cs

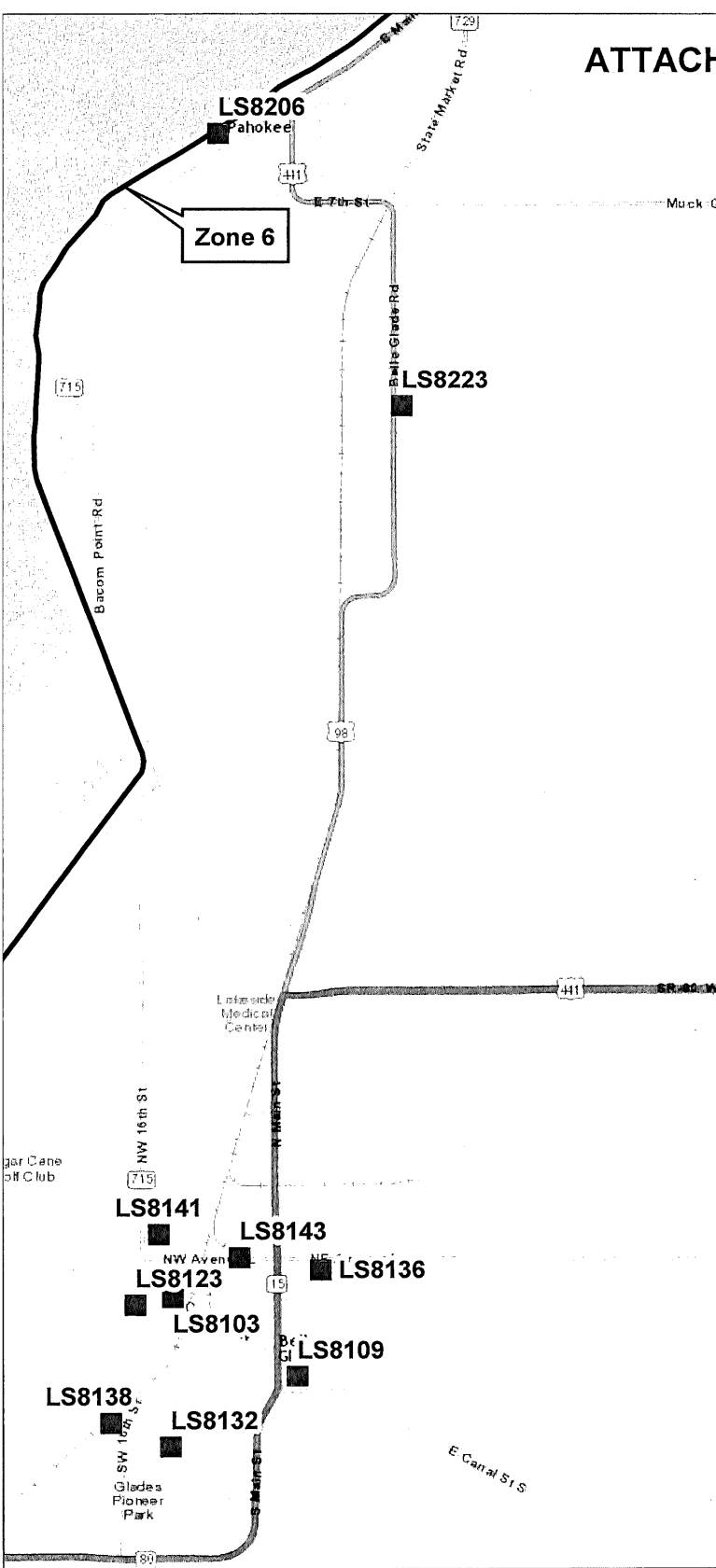
Item		work modified by:	base fee	gen & ats	disc
<b>ORIGINAL</b>					
1	LS 0220 3884 Chickasaw Circle (Greenacres)		-		
2	LS 0240 Lilac Circle (Lake Worth)	add generator and ats	4493	1000	
3	LS 0248 6464 Lake Worth Road (Greenacres)		4493		
4	LS 0251 Jog Road (N of Fox Valley Trail) (Lake Worth)	only disc	-		500
5	LS 0259 4629 Poseidon Place (Lake Worth)		4493		
6	LS 0260 4150 Turneberry (Greenacres)		4493		
7	LS 0266 4110 Lucerne Lake (Lake Worth)		4493		
8	LS 0268 7363 Pine Forest Circle (Greenacres)	only disc	-		500
9	LS 0283 Lake of Lantana (Lake Worth)	add generator and ats	4493	1000	
10	LS 0285 8296 Waccamaw Lane (Lake Worth)		4493		
11	LS 0286 7856 Benbrook (Lake Worth)		4493		
12	LS 0299 149 Arbor Lakes Circle (Greenacres)		4493		
13	LS 0301 5712 Phoenix Palm (Delray)		-		
14	LS 0309 5199 Privet Place (Delray)		4493		
15	LS 0311 6372 Country Wood Way (Delray)		-		
16	LS 0317 14555 Sims Rd (Delray)		-		
17	LS 0320 15741 Bottlebrush (Delray)		-		
18	LS 0367 4712 Lucerne Lakes (Lake Worth)		4493		
19	LS 0509 6001 W Boyton Bch Blvd (Boynton)		4493		
20	LS 0513 11200 Westbourne Drive (Boynton)		4493		
21	LS 0523 8132 Hagen Ranch Rd (Boynton)		-		
22	LS 0526 6625 Lake Charleston Blvd (Boynton)		4493		
23	LS 0924 15245 2 Tranquility Lane (Delray)		4493		
24	LS 8103 700 SW 10th St (Belle Glade)		4493		
25	LS 8105 NW 4th St @dead end (Belle Glade)		-		
26	LS 8109 SE 2ND St & SE AVE C (Belle Glade)		-		
27	LS 8121 700 SW 10th St (Belle Glade)		-		
28	LS 8123 NW 17th St (Belle Glade)		-		
29	LS 8132 949 SW Ave I (Belle Glade)		4493		
30	LS 8136 Glades Day School,middle playground (Belle Glade)		4493		
31	LS 8138 SW 16ht St. Rear of Trailer Park (Belle Glade)		4493		
32	LS 8141 Crosby Mobile Home Park,Rear (Belle Glade)		4493		
33	LS 8143 NW Ave L, Body shop (Belle Glade)	add generator and ats	4493	1000	
34	LS 8206 Pahokee County Park Middle Camp (Pahokee)		-		
35	LS 8223 7450 US HWY 441 (Belle Glade)		4493		

LS control panel and RTU deleted from work

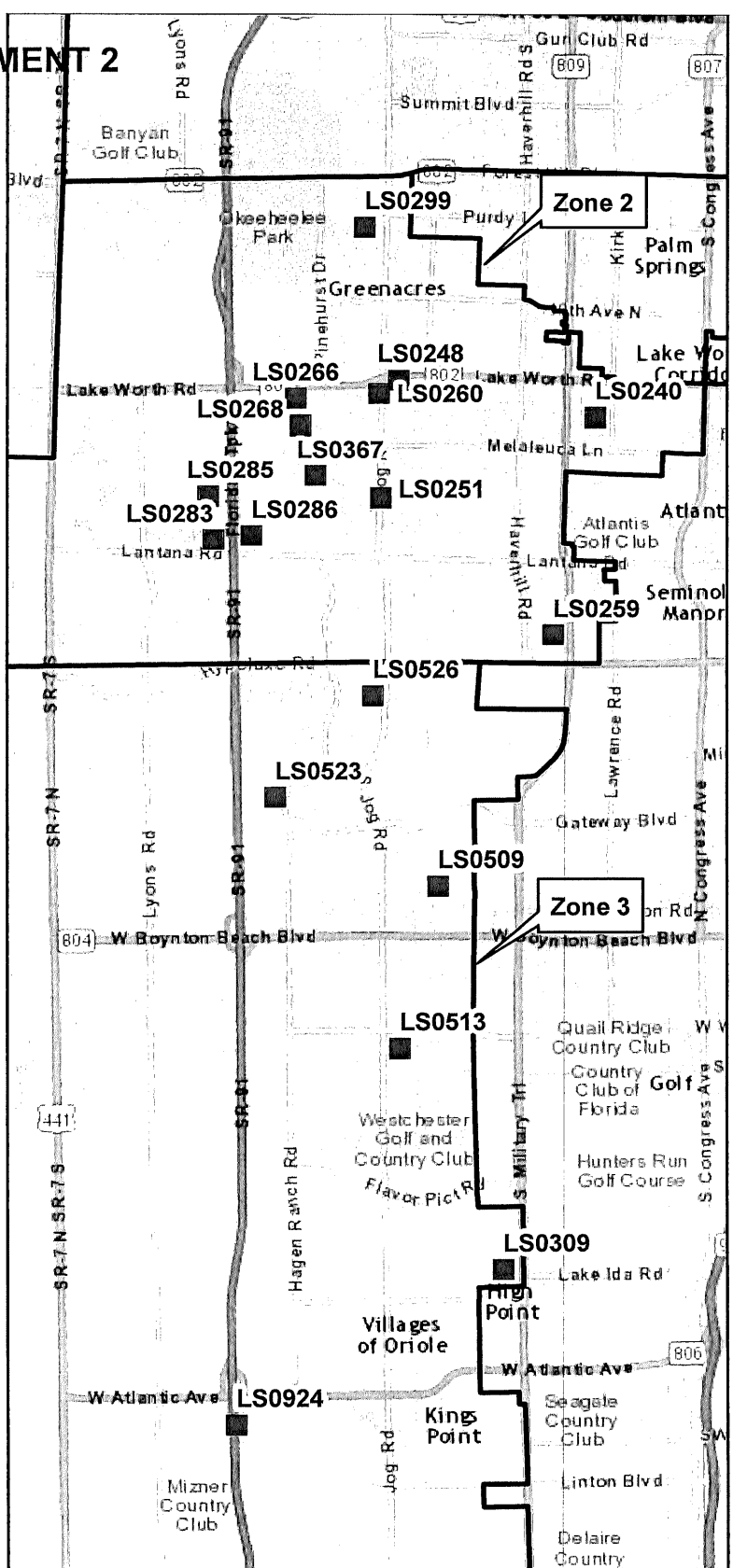
**total lump sum fee    \$102,846**

TASK OR WORK ELEMENTS	C&W hour estimate						TOTAL
	DGW	Rate	JLR	Rate	NL	Rate	
response to RFI.s and general coordination							
Mock Roos and Associates, Inc	0.50	\$175	0.5	\$110	2.0	\$45	\$233
Owner		\$175	0.5	\$110		\$45	\$55
Contractor		\$175	0.5	\$110		\$45	\$55
Others		\$175	0.5	\$110		\$45	\$55
							\$343
shop drawing review and approval							
Service equipment, Main Breaker	1.00	\$175	0.5	\$110		\$45	\$230
W/P enclosed generator		\$175		\$110		\$45	\$0
grounding materials		\$175	0.5	\$110		\$45	\$55
Surge protection materials		\$175	0.5	\$110		\$45	\$55
Remote Telemetry Unit		\$175	2.5	\$110		\$45	\$275
pump motor data		\$175	0.5	\$110		\$45	\$55
Pump Station control panel		\$175	2.0	\$110		\$45	\$220
Field instrumentation		\$175	0.5	\$110		\$45	\$55
							\$945
operation and maintenance manuals							
Service equipment, Main Breaker		175.00	0.50	110.00		45.00	55.00
W/P enclosed generator		175.00		110.00		45.00	0.00
grounding materials		175.00	0.50	110.00		45.00	55.00
Surge protection materials		175.00	0.50	110.00		45.00	55.00
Remote Telemetry Unit		175.00	2.50	110.00		45.00	275.00
pump motor data		175.00	0.50	110.00		45.00	55.00
Pump Station control panel		175.00	2.00	110.00		45.00	220.00
Field instrumentation		175.00	0.50	110.00		45.00	55.00
							\$770
Preslab inspection		175.00	3.00	110.00	1.00	45.00	375.00
Pump startup		175.00	3.00	110.00	1.00	45.00	660.00
Substantial completion walkthrough		175.00	3.00	110.00	1.00	45.00	375.00
final completion walkthrough		175.00	4.00	110.00	1.00	45.00	485.00
record drawings		175.00	4.00	110.00	1.00	45.00	485.00
expense							

# ATTACHMENT 2



**Zone 6 Lift Stations**



**Zone 2 and 3 Lift Stations**



**Palm Beach County  
Water Utilities  
Department**  
  
8100 Forest Hill Blvd.  
West Palm Beach, FL 33416  
(561) 493-6251

**Lift Station Rehabilitation  
Project B  
Bid Package 1  
WUD Project No. 15-096B  
Location Map**

N  
  
1 in = 7,000 ft

**Legend**  
■ Lift Stations  
□ Zones

**Summary of Certificates**

**This report displays detailed Certificate of Insurance information for a selected Insured. Any items shown in red are deficient.**

Thursday, December 21, 2017

Insured: Mock, Roos and Associates, Inc. Insured ID: 15-096B-PBC

Status: Compliant

ITS Account Number: PLC2173

Project(s): Palm Beach County - Water Utilities

Insurance Policy	Required	Provided	Override
<u>General Liability</u>			
Expiration: 1/1/2019			
General Aggregate:	\$500,000	\$2,000,000	
Products - Completed Operations Aggregate:	\$0	\$0	
Personal And Advertising Injury:	\$0	\$0	
Each Occurrence:	\$500,000	\$1,000,000	
Fire Damage:	\$0	\$0	
Medical Expense:	\$0	\$0	
<u>Automobile Liability</u>		Any Auto	
Expiration: 1/1/2019	All Owned Autos	not provided	X
	Hired Autos	not provided	X
	Non-Owned Autos	not provided	X
Combined Single Limit:	\$500,000	\$1,000,000	
<u>Workers Compensation/Employers Liability</u>	WC Stat. Limits	WC Stat. Limits	
Expiration: 1/1/2019			
Each Accident:	\$0	\$500,000	
Disease - Policy Limit:	\$0	\$500,000	
Disease - Each Employee:	\$0	\$500,000	
<u>Professional Liability</u>			
Expiration: 4/26/2018			
Each Occurrence:	\$3,000,000	\$3,000,000	
Aggregate Limit:	\$3,000,000	\$3,000,000	

Notifications ([Show All](#))

The following letters were issued:

Dec 04 2017 - Renewal Letter