

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY**

Meeting Date: May 1, 2018

Consent Regular
 Workshop Public Hearing

Department: **Facilities Development and Operations**

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

- A) Budget transfer in the amount of \$10,204 from bond fund reserves to an expenditure line; and
- B) Consultant Services Authorization (CSA) No. 7 with Leo A. Daly Company (R2015-1459) to provide construction administration services for Main Detention Center Electronics Systems Repair and Replacement in the amount of \$434,075.

Summary: This CSA authorizes construction administration services during performance of the construction/installation work for the Electronics Systems Repair and Replacement at the Main Detention Center. These services include attending the construction meetings, inspection work to ensure compliance with the contract documents and responding to requests for information, submittals and change orders. Leo A. Daly is a national business with a Palm Beach County office and will be using Palm Beach County subconsultants for a majority of the work. The Small Business Enterprise goal established by the SBE Ordinance is 15%. SBE participation under this CSA is 0%. Overall SBE participation on this contract is 14.6%. Funding for this project is from the 176.5 M NAV 08 CTF, Jail Expansion/Public Building Fund and Infrastructure Sales Tax. **(Capital Improvements Division) Countywide/District 2 (LDC)**

Background and Justification: The Board approved on October 20, 2015, the contract for Leo A. Daly for planning and design services associated with the PBSO Detention Facilities Renewal/Replacement projects which includes the PBSO MDC Renewal/Replacement Project; with funding from two separate projects in the Capital Improvement Program. Previous CSAs with Leo A. Daly Company authorized condition assessments of the facilities, assistance with selecting an access control vendor for detention facilities, and design of the Main Detention Center Electronic Systems Renewal/Replacement project. The CSA which authorized the design, disclosed that a separate CSA for construction administration services would be forthcoming.

Attachments:

- 1. Location Map
- 2. Budget Transfer
- 3. Budget Availability Statement
- 4. CSA No. 7

Recommended by:  Amanda Wolf 4/13/18
Department Director Date

Approved by:  County Administrator 4/24/18
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2018	2019	2010	2011	2012
Capital Expenditures	<u>\$434,075</u>	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>\$434,075</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

Is Item Included in Current Budget: Yes X No

Budget Account No: Fund 3053 Dept 411 Unit B362 Object 4907 (\$24,669)
 Fund 3950 Dept 411 Unit B594 Object 4907 (\$409,406)

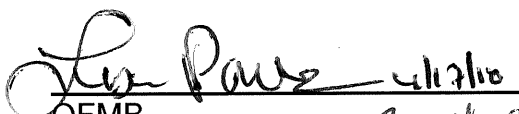
B. Recommended Sources of Funds/Summary of Fiscal Impact:

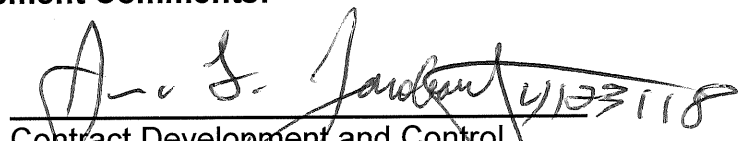
Funding for this project is from funds remaining in the Jail Expansion Program 08 Bond Issue and Infrastructure Sales Tax. Funds for the construction of the improvements being designed in this contract will come from the Infrastructure Surtax Detention Facilities Phase 3A project.

C. Departmental Fiscal Review:  _____

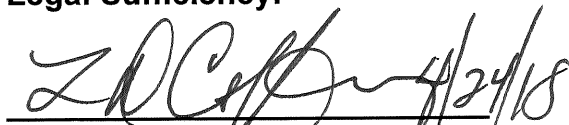
III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

 _____
 OFMB
 4/17/18
 4/17/18
 AIB

 _____
 Contract Development and Control
 4/23/18

B. Legal Sufficiency:

 _____
 Assistant County Attorney
 4/24/18

C. Other Department Review:

 Department Director

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

18-0604

**BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY, FLORIDA
BUDGET TRANSFER**

FUND 3053 - 176.5M NAV 08 CTF Jail Exp/Pub Bldg

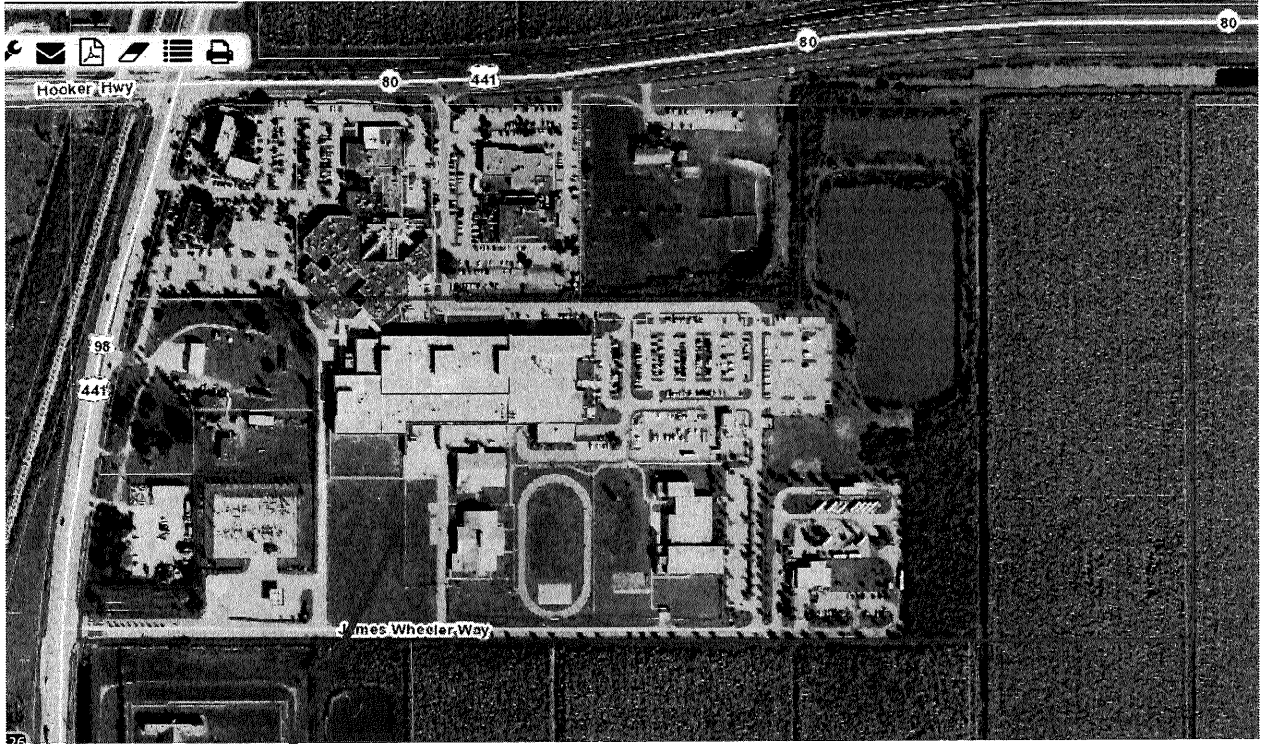
BGEX-410-032917-1136

ACCT.NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 02/13/17	REMAINING BALANCE
411-9900	9907- Reserve for Future Construction	7,922	10,204		10,204		0	
411-B362	4907 - Building Imp Non-Capital	578,497	578,497	10,204		588,701		
	Total			10,204	10,204			

Facilities Development & Operations
 INITIATING DEPARTMENT/DIVISION
 Administration/Budget Department Approval
 OFMB Department - Posted

Signatures	Date
<u><i>Asbury Wolf</i></u>	<u>4/9/18</u>
<u><i>John Pons</i></u>	<u>4/17/18</u>

By Board of County Commissioners
 At Meeting of
5/1/2018
 Deputy Clerk to the
 Board of County Commissioners



West Detention Center

LOCATION MAP

II
P

ATTACHMENT 1

BUDGET AVAILABILITY STATEMENT

REQUEST DATE: 03/28/18

REQUESTED BY: Mike McPherson

PHONE: 233-0278

PROJECT TITLE: Detention Facilities Renewal/Replacement – MDC Electronics Systems R/R
(Same as CIP or IST, if applicable)

ORIGINAL CONTRACT AMOUNT:

IST PLANNING NO.:

REQUESTED AMOUNT: \$434,075.00

BCC RESOLUTION#: R-2015-1459
DATE: 10/20/15

CSA or CHANGE ORDER NUMBER: CSA #7

LOCATION:

BUILDING NUMBER:

DESCRIPTION OF WORK/SERVICE LOCATION:

PROJECT/W.O. NUMBER: 15218

CONSULTANT/CONTRACTOR: Leo A. Daly

PROVIDE A BRIEF STATEMENT OF THE SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT/CONTRACTOR:

Professional services shall include the construction administration phase for MDC Phase 2 Renewal/Replacement - South Tower Electronics upgrade to the existing low voltage and security electronics system.

CONSTRUCTION	\$
PROFESSIONAL SERVICES	\$434,075.00
STAFF COSTS*	\$
EQUIP. / SUPPLIES	\$
CONTINGENCY	\$
TOTAL	\$434,075.00

* By signing this BAS your department agrees to these CID staff charges and your account will be charged upon receipt of this BAS by FD&O. Unless there is a change in the scope of work, no additional staff charges will be billed. If this BAS is for construction costs of \$250,000 or greater, staff charges will be billed as actual and reconciled at the end of the project. If the project requires Facilities Management or ESS staff your department will be billed actual hours worked upon project completion.

BUDGET ACCOUNT NUMBER(S) (Specify distribution if more than one and order in which funds are to be used):

FUND: DEPT: UNIT: OBJ:
3053-411-B362-4907-\$24,669
3950-411-B594-4907-\$409,406

IDENTIFY FUNDING SOURCE FOR EACH ACCOUNT: (check and provide detail for all that apply)

- Ad Valorem (Amount \$ _____) Infrastructure Sales Tax (Amount \$ _____)
- State (source/type: _____ Amount \$ _____) Federal (source/type: _____ Amount \$ _____)
- Grant (source/type: _____ Amount \$ _____) Impact Fees: (Amount \$ _____)
- Other (source/type: BOND Amount \$ _____)

Department: _____

BAS APPROVED BY: [Signature] DATE 4/2/18

ENCUMBRANCE NUMBER: _____

ATTACHMENT 3

CONSULTANT SERVICES AUTHORIZATION

LEO A. DALY COMPANY

**DETENTION FACILITIES RENEWAL/REPLACEMENT
PROJECT NO. 15218**

This consultant services authorization is professional services for the Main Detention Center (MDC) on Gun Club Road, West Palm Beach.

Professional services shall include the construction administration phase for MDC Phase 2 Renewal/Replacement - South Tower Electronics upgrade to the existing low voltage and security electronics system.

These professional services are required to ensure that the Construction Manager is constructing in compliance with the contract documents and maintaining the project schedule.

SBE participation for this Authorization is 0%. When added to the Consultant's participation to date, the resulting SBE participation is 14.6%. The Consultant's contract goal is 15%.



CONSULTANT SERVICES AUTHORIZATION

LEO A. DALY COMPANY

**DETENTION FACILITIES RENEWAL/REPLACEMENT
PROJECT NO. 15218
DISTRICT NO. 2**

THIS AUTHORIZATION NO. 7 to the Contract dated 10/20/2015 (R-2015-1459) between Palm Beach County and the Consultant identified herein is for the Consultant Services described in Item 4 of this Authorization.

1. **CONSULTANT: LEO A. DALY COMPANY**

2. **History:**

<u>CSA</u>	<u>Amount</u>	<u>Approval Date</u>	<u>Approved By</u>
CSA #1	\$17,405	11/24/15	AW
CSA #2	\$10,590	1/11/16	AW
CSA #3	\$27,169	5/18/16	AW
CSA #4	\$573,281	6/21/16	BCC
CSA #5	\$578,496	03/14/17	BCC
CSA #6	\$11,604	05/06/17	AW

3. **Services completed to date:** CSA No. 1 - 5 authorized condition assessment services and design services at existing Main Detention Center East, West and South Towers and WDC Pods A & B. Additionally, programming and schematic design services for renewal and replacement for the West Detention Center A & B Pods. CSA No. 6 authorized design, permitting and construction administration services for security enhancements to the lobby area and the PBSO sally port at the North County Courthouse.

4. **Description of Services to be provided by Consultant:** Professional services shall include the construction administration phase for MDC Phase 2 Renewal/Replacement - South Tower Electronics upgrade to the existing low voltage and security electronics system, as detailed on the attached revised proposal dated March 28, 2018.

5. **Compensation:** The compensation to be paid to the Consultant for the requested services shall be:

Lump Sum charge of **\$434,075.00**

6. **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 to termination date, together with reimbursable expenses (if applicable) then due.**

Consultant agrees to waive all claims for lost profits or anticipated future profits in the event of a termination with or without the cause under this Contract.

7. If not previously provided or for a new project, the Consultant shall provide County with an executed Conflict of Interest Disclosure Form, attached hereto and incorporated herein.

8. All terms, conditions, and obligations of the original Contract shall remain in full force and effect, unless specifically noted as follows: No changes.
9. **Time of Commencement:** Consultant shall begin work promptly on the requested services upon receipt of this executed document which shall constitute official **"Notice to Proceed"**.

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

ATTEST:
SHARON R. BOCK, CLERK &
COMPTROLLER

PALM BEACH COUNTY BOARD, FLORIDA
Political Subdivision of the State of Florida
BOARD OF COUNTY COMMISSIONERS

By: _____
Deputy Clerk

Melissa McKinlay, Mayor

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

APPROVED AS TO TERMS
AND CONDITIONS

By: _____
County Attorney

By: _____
Director FD&O

WITNESS:

CONSULTANT:

Signature

Signature

Name (type or print)

Name (type or print)

Title

(Corporate Seal)



PLANNING

ARCHITECTURE

ENGINEERING

INTERIORS



EST. 1915

ABU DHABI

ATLANTA

AUSTIN

CHICAGO

COLLEGE STATION

DALLAS

DENVER

DOHA

FORT WORTH

HONOLULU

HOUSTON

LAS VEGAS

LOS ANGELES

MIAMI

MINNEAPOLIS

OMAHA

RIYADH

SACRAMENTO

SAN ANTONIO

SAN MARCOS

WACO

WASHINGTON, DC

WEST PALM BEACH

March 9, 2018 (**Revised March 28, 2018**)

Mr. Michael McPherson
Project Manager
Capital Improvements Division
2633 Vista Parkway
West Palm Beach, FL 33411

Re: Main Detention Center (MDC) Phase 2 – Renewal/Replacement
South Tower Electronics – Construction Administration Phase Services
PBC CID Project No. 15218

Dear Mr. McPherson;

LEO A DALY is pleased to present this proposal to provide professional services for the Construction Administration Phase of the Main Detention Center (MDC) Phase 2 - Renewal/Replacement - South Tower Electronics Project. Our proposal agreement is provided hereafter.

Whereas, LEO A DALY, 1400 Centrepark Blvd., Suite 500, West Palm Beach, Florida 33401 (Hereinafter Architect) has made an agreement (Hereinafter Prime Agreement) with Palm Beach County (Hereinafter Client) for the Main Detention Center (MDC) Renewal/Replacement Project (Hereinafter the Project);

I. PROJECT SCOPE

The current project scope project consists of upgrades to the existing low voltage and security electronics systems at the South Tower of the Main Detention Facility (MDC) located in West Palm Beach, Florida. This proposal is based on the current scope of work defined as per the Construction Documents issued as Addendum – 01 dated February 5, 2018. This proposal is being submitted for professional services associated with the Construction Administration Phase of the project scope noted above for the South Tower Electronics.

II. CONSTRUCTION ADMINISTRATION PHASE - MDC Phase 2 R/R – South Tower Electronics Project Only

The Architect shall visit the site at appropriate intervals to check and report to the Client on the progress and general quality of the work and to determine, in general, if such work is proceeding according to the Construction Documents. The Architect shall not have control or charge of and shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with the Work or for the acts or omissions of the contractor, subcontractors or any other persons performing any of the Work, or for the failure of any of them to carry out the Work in Accordance with the Construction Documents. Construction Administration Services are limited to dollar amount defined in Fee Payment Schedule.

FLORIDA LICENSE
No. AA-C000734

1400 CENTREPARK BOULEVARD
SUITE 500
WEST PALM BEACH, FL 33401
TEL 561.688.2111
FAX 561.697.8040
www.leoadaly.com

LEO A DALY

Date: March 28, 2018

Project: MDC – Phase 2 R / R – South Tower Electronics - C.A. Phase

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III. CONSTRUCTION SCHEDULE for the MDC Phase 2 R/R – South Tower Electronics Project Only

The following proposal is based on the Contractor’s estimated construction schedule of 18 months to Substantial Completion and 30 days for Punchlist completion and project closeout.

IV. SUB-CONSULTANTS

We have identified the following Sub-Consultants that will assist LEO A DALY in the performance of its professional design services.

Sub-Consultant Name	Discipline/Design Service
TLC Engineering	Electrical, Low Voltage & Security Systems
Don Ross	Ross Correctional Consulting

V. FEE PAYMENT SCHEDULE

A total of \$29,380 in fees associated with the Construction Administration Phase were previously approved by PBC CID for Leo A Daly and our consultant TLC as per CSA No. 4. These fees have been reflected as a credit in Leo A Daly’s “Fee Tabulation Worksheet” as well as TLC’s Attachment-A Fee breakdown.

The table below represent the balance of the Construction Administration Phase consultant fees being requested herein to provide professional services for the balance of the South Tower Electronics project duration as noted above.

CONSULTANT FEE				
Phase	LEO A DALY	TLC	Ross	Total
MDC Phase 2 R/R South Tower Electronics C/A Phase	\$238,220	\$135,575	\$38,005	
Sub Total	\$238,220	\$135,575	\$38,005	\$411,800
Expenses	\$8,975	\$13,300		\$22,275
Total				\$434,075

SUMMARY OF FEE PAYMENT

Total MDC Phase 2 R/R – South Tower Electronics C/A Phase \$434,075

VI. EXPENSES

Expenses for printing, travel, long-distance communications-telephone, fax and video conference, communications (including postage, express mail and couriers), computer time, printing, plotting and copying are included in our compensation noted above.

VII. ADDITIONAL TERMS AND CONDITIONS

- A. The following sub-consultants and work product are not included in Architect's scope of services:
 - 1. Civil Engineering
 - 2. Landscape/irrigation
 - 3. Acoustical Consulting
 - 4. Special Lighting Consultant
 - 5. Testing of any existing conditions considered necessary.
 - 6. Structural Drawings, Design or Analysis
 - 7. Mechanical, Plumbing, Fire Protection Engineering
 - 8. Cost estimating services are to be completed by the Construction manager and are not included as part of this proposal.
 - 9. All impact and permitting fees will be paid for by the County.

- B. Field discovered and other unanticipated conditions requiring work outside the scope of this Contract will be brought to the Owner's attention. With the Owner's written consent, services required will be performed and billed as an Additional Service at the rates stipulated herein.

- C. I.E. PURSUANT TO SECTION 558.0035 FLORIDA STATUTES, LEO A DALY IS THE RESPONSIBLE PARTY FOR THE PROFESSIONAL SERVICES IT AGREES TO PROVIDED UNDER THIS CONTRACT. NO INDIVIDUAL PROFESSIONAL EMPLOYEE, AGENT, DIRECTOR, OFFICER OR PRINCIPAL MAY BE INDIVIDUALLY LIABLE FOR NEGLIGENCE ARISING OUT OF THIS CONTRACT, AS LONG AS LEO A DALY MAINTAINS THE PROFESSIONAL LIABILITY INSURANCE REQUIRED UNDER THE CONTRACT AND AS LONG AS ANY DAMAGES ARE SOLELY ECONOMIC IN NATURE AND THE DAMAGES DO NOT EXTEND TO PERSONAL INJURIES OR PROPERTY NOT SUBJECT TO THIS CONTRACT.

- D. The Architect shall be available to provide Additional Services in addition to the services previously outlined and beyond the scope of this Agreement when authorized by the Owner. Such authorization shall be in the form of an Addendum to this Agreement. All Addenda shall give a brief description of the Project and corresponding fee based on a single stipulated sum or billed at the hourly rates stipulated herein. When executed by the Parties, all Addenda will incorporate all the applicable terms and conditions as outlined in this Agreement. The following standard billing rates are applicable for additional services and for designated basic services denoted within this Agreement.

STANDARD HOURLY BILLING RATES

Managing Principal	\$275.00
Project Executive	\$197.00
Project Manager	\$180.00
Design Director	\$190.00
Job Captain	\$133.00
Specification Writer	\$150.00
Technician (Draftsperson)	\$110.00
Technical Typist	\$ 64.00

Hourly billing rates are reviewed annually and adjustments made where appropriate.

VIII. PAYMENTS:

The stipulated compensation shall be billed according to the Counties current Contract for Architectural/Professional Services Agreement.

We appreciate the opportunity to serve your needs in a professional manner and thank you for considering our organization once again. We trust this proposal meets with your approval and look forward to reviewing it with you in detail. If you are in agreement with the contents of this Agreement, please sign and return the enclosed copy via a Consultant Services Authorization. We look forward to collaborating with you in seeing the full, future development potential of your project realized.

Sincerely,
LEO A DALY COMPANY



Sean M. Hockman, AIA

Attachments:
Exhibit – A: LAD Fee Tabulation Worksheet
Exhibit - B: Consultant Proposals and Scope of Work – TLC
Exhibit - C: Consultant Proposals and Scope of Work – Ross Correctional Consulting

SMH/smh

LAD Project No. 201-10019-261

p:\201\201-10019-260\2-0-project-admin\2-1-client-agreements\mdc phase 2 - south tower ca proposal\18-0328-prp -mdc phase 2 r&r - ca services.doc



Revised February 7, 2018
January 22, 2018

Mr. Sean Hockman, AIA NCARB, LEED AP BD+C
Associate, Project Manager
Leo A. Daly
1400 Centrepark Boulevard, Suite 500
West Palm Beach, FL 33401
Delivered via email: SMHockman@leoadaly.com

**Re: Palm Beach County Detention Facilities Renewal/Replacement Phase 2
Additional Services Request for CA Services
TLC Project Number: 516088**

Dear Sean:

As requested, TLC Engineering has developed the following proposal to provide supplemental services for the referenced project.

Additional services are based on the following scope item:

- Construction administration services for 18 months duration for the MDC R&R project. Scope includes RFI responses, shop drawings review, **18** site visits, and expenses.

TLC is prepared to provide supplemental services as outlined above for a fixed fee as shown below.


All other terms of our original proposal applies unless specifically modified by this proposal. If our proposal is acceptable, please remit appropriate authorization allowing us to proceed. This authorization constitutes your commitment to pay the fee and reimbursable expenses, and represents that your firm has received approval from the client.

Please give me a call with any questions or comments.


Sincerely,

TLC Engineering for Architecture

Leo A. Daly


Moncef Hadiji, PE, LEED AP BD+C, GGP, RCDD
Principal / Sr. Electrical Engineer

By: _____


Gary C. Krueger, PE, CM, LEED AP BD+C
Principal / Division Director

Print Name and Title

Date

M:\0 PROPOSALS\LeoDaly\PBC Detention Facility\PBC Detention Facilities Renewal-CA Services revised 2-7-18.docx

ATTACHMENT A - ADDITIONAL SERVICES CA SERVICES
 DETENTION FACILITIES RENEWAL / REPLACEMENT
 PBC PROJECT NO. 15218
 February 7, 2018

BALANCE OF CONSTRUCTION ADMINISTRATION PHASE (18-MONTHS DURATION)							
Task	Rate	RFI's	Shop Drawings	18 Site visits	Record Drawings	Total Hours	Amount
Electrical CAD	\$ 95.00	16	16	4	32	68	\$ 6,460.00
Electrical Engineer	\$ 150.00	32	64	60	6	162	\$ 24,300.00
Senior Engineer	\$ 175.00	8	16	8	2	34	\$ 5,950.00
Director	\$ 205.00	2	2	1	0	5	\$ 1,025.00
Total Electrical Fee							\$ 37,735.00
Security CAD	\$ 95.00	24	44	42	40	150	\$ 14,250.00
Security Engineer	\$ 150.00	34	64	100	8	206	\$ 30,900.00
Senior Engineer	\$ 175.00	14	24	28	4	70	\$ 12,250.00
Director	\$ 205.00	0	0	1	0	1	\$ 205.00
Total Security Fee							\$ 57,605.00
Telecom CAD	\$ 95.00	16	16	8	32	72	\$ 6,840.00
Telecom Engineer	\$ 150.00	32	64	60	6	162	\$ 24,300.00
Senior Engineer	\$ 175.00	8	16	8	2	34	\$ 5,950.00
Director	\$ 205.00	0	0	1	0	1	\$ 205.00
Total Telecom Fee							\$ 37,295.00
Clerical	\$ 70.00	40	80	40	16	176	\$ 12,320.00
Expenses		\$500.00	\$3,200.00	\$9,600.00	\$1,400.00		\$13,300.00
Total per phase							
TOTAL AMOUNT							\$ 158,255.00
Fee Approved in previous Contract (CSA#4)							\$ (9,380.00)
TOTAL AMOUNT							\$ 148,875.00

February 9, 2018 **(Revised March 27, 2018)**

Mr. Sean Hockman AIA, NCARB, LEED AP BD+C

Leo A. Daly
1400 Centrepark Boulevard, Suite 500
West Palm Beach, FL 33401

Re: Main Detention Center (MDC) Renewal/Replacement Project
County Project No. 15218
LAD Project No. 201-10019-261

Dear Mr. Hockman;

This proposal outlines professional services to be provided by Donald J. Ross (Consultant)-
Ross Correctional Consulting for Leo A. Daly.

Scope of work:

The services to be provided by consultant relate to Jail Operations and Standards consulting. Consultant will act as liaison between The Palm Beach County Sheriff's Office (PBSO) and the Design Team on specified project(s). Consulting work outlined below is to be performed during Construction Administration of the Detention Facilities Renewal/Replacement project noted above. The duration of construction is assumed to be as follows: 18 months Construction + 4 weeks Punch/Closeout= 19 months. In coordination with the Design Team and Palm Beach County Capital Improvements Division, consultant will work extensively with PBSO staff. This work will include, but will not be limited to the following:

1. Attend, schedule, facilitate meetings at varying intervals with PBSO, design team, CID as necessary.
2. Receive, review, respond to, create, distribute various forms of correspondence and/or documentation as a result of meetings, requests, etc.
3. Appropriate site visits and follow up in order to:
 - Communicate timelines to affected staff to effectively accomplish construction and related tasks.
 - Assist and advise on activity (delays, problems, completions, etc.)
 - Work with appropriate staff to accomplish inmate/staff movement schedules and associated logistics during construction.
4. Coordinate with PBSO on timelines for the development/revision of training manuals and policies for new/revised processes in advance of occupancy.
5. Coordinate and advise PBSO on development and timing of necessary staff training related to new technology, equipment and associated processes.
6. Coordinate with appropriate PBSO staff all necessary activities associated with construction. To include, but not limited to the following:

- a. Fire safety issues (fire watch, etc.)
- b. Inmate and/or staff movement restrictions.
- c. Security clearance issues.
- d. Other issues affecting, or potentially affecting, normal operations.

TASK DESCRIPTION	Consultant	TASK BUDGET
Preliminary		
Project Start-up & Administration	12	\$660
Scope		
1) Meetings	144	\$7920
2) Correspondence	80	\$4400
3) Site visits and associated communication/follow up.	225	\$12375
4,5) Coordinate revisions/training timelines	80	\$4400
6) Operational change related decisions	150	\$8250
Total	691	\$38,005

SCHEDULE # 2

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

PROJECT NO. 15218 PROJECT NAME: PBC Main Detention Center Renewal/Replacement

TO: Gartek Engineering
(Name of Prime Consultant)

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

Small Business Enterprise

Black _____ Hispanic Women _____ Caucasian _____ Other (Please Specify) _____

Date of Palm Beach County Certification: November 18, 2016

The undersigned is certified by the State of Florida:

Minority Business Enterprise

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

N/A No Scope for Gartek Engineering

at the following price \$ 0

(Subconsultant's fee)

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

If undersigned intends to sub-subcontract any portion of this subcontract to a non-certified SBE subconsultant, the amount of any such subcontract must be stated: \$ _____.

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

Gartek Engineering Corporation

(Print name of SBE-M/WBE Subconsultant)

By: _____
(Signature)

Mel Garcia P.E. LEED AP – Vice President

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

Date: March 28, 2018