

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: July 10, 2018

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 Improvements to Master Repump Station 9-North Project (Project) with Baxter & Woodman, Inc., d/b/a Mathews Consulting for a fixed price of \$190,517.49.

**Summary:** On June 20, 2017, the Board of County Commissioners (BCC) approved the Water Utilities Department (WUD) Contract for Consulting/Professional Services for General Utility, Architectural & Value Engineering Services with Baxter & Woodman, Inc., d/b/a Mathews Consulting (R2017-0815). CSA No. 4 provides for engineering services relating to the design, permitting and bidding services for the Project. The Project includes the addition of a new pump, modifications to the temporary bypass, new variable frequency drives, replacement of the existing generator, structural improvements to the building and site access control. The Small Business Enterprise (SBE) participation goal established by the SBE Ordinance is 15% overall. The Contract with Baxter and Woodman, Inc., d/b/a Mathews Consulting provides for SBE participation of 26% overall. CSA No. 4 includes 40.29% overall participation. The cumulative SBE participation, including CSA No. 4, is 33.83% overall. Baxter & Woodman, Inc., is headquartered in Crystal Lake, Illinois but maintains an office in Palm Beach County from which the majority of the work under CSA No. 4 will be undertaken. (WUD Project No. 18-036) District 5 (MJ)

**Background and Justification:** Repump Station 9-North is an integral component of the wastewater network serving Palm Beach County, conveying flow from the southern region service area to the Southern Regional Water Reclamation Facility. Improvements to Repump Station 9-North are needed to increase reliability and improve operations.

**Attachments:**

- 1. Three (3) Original CSA No. 4
- 2. Location Map
- 3. Summary of Certificate of Insurance from ITS

Recommended By: Jim Stiles 6-19-18  
Department Director Date

Approved By: Walter J. Blum 6/21/18  
Assistant County Administrator Date

## II. FISCAL IMPACT ANALYSIS

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

Fiscal Years	2018	2019	2020	2021	2022
Capital Expenditures	<u>\$190,518</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>
NET FISCAL IMPACT	<u>\$190,518</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>
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:**


One (1) time expenditure from user fees, connection fees and balance brought forward.

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


### III. REVIEW COMMENTS

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

Relegiance 6/14/18  
OFMB *gma 6/14/18 SP 6/14*

  
Contract Development and Control

**B. Legal Sufficiency:**

 6/21/18  
Assistant County Attorney

**C. Other Department Review:**

Department Director

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

## CONSULTANT SERVICES AUTHORIZATION NO. 4

**Project Title: Improvements to Master Repump Station 9-North**

**WUD Project No.: 18-036**

**Budget Line Item No. 4011-721-W031-6546**

**District No.: 5**

**THIS AUTHORIZATION No. 4** to the Contract for Consulting/Professional Services dated June 20, 2017 (R2017-0815), 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 26% SBE participation overall. This Consultant Services Authorization includes 40.29% overall SBE participation. The cumulative SBE participation, including this authorization is 33.83% overall. Additional authorization will be utilized to meet or exceed the stated overall participation goal.

1. CONSULTANT: Baxter & Woodman, Inc.  
d/b/a Mathews Consulting, a Baxter & Woodman Company (MC/B&W)
2. ADDRESS: 477 S. Rosemary Ave., Suite 330, West Palm Beach, Florida 33401
3. Description of Services to be provided by the Consultant:  
  
Baxter & Woodman will provide engineering services, including, but not limited to, project management, data collection, design, permitting, and bidding services for the improvements at Master Repump Station 9-North. For a description of these services, see **ATTACHMENT A.**
4. Services completed by the Consultant to date (Summary and Status of Authorizations):  
  
**See ATTACHMENT E.**
5. Consultant shall begin work upon receipt of Notice to Proceed correspondence.
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 \$190,517.49
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 Title: Improvements to Master Repump Station 9-North

- 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 June 20, 2017 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: \_\_\_\_\_  
Melissa McKinlay, Mayor  
JCS

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

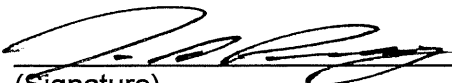
\_\_\_\_\_  
Date

Approved as to Form and Legal  
Sufficiency

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

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

CONSULTANT: \_\_\_\_\_  
Baxter & Woodman, Inc., d/b/a  
Mathews Consulting, a Baxter & Woodman  
Company

  
(Signature)

Jason A. Pugsley, P.E., Vice President  
(Name and Title)

3/13/18  
\_\_\_\_\_  
Date

**LIST OF ATTACHMENTS**

**WUD Project No.: 18-036**

**Consultant Services Authorization No. 4**

**Project Title: Improvements to Master Repump Station 9-North**

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. 4**  
**PALM BEACH COUNTY WATER UTILITIES DEPARTMENT**  
**ENGINEERING/PROFESSIONAL SERVICES**

**SCOPE OF WORK**  
**FOR**

**Improvements to Master Repump Station 9-North**

**INTRODUCTION**

Palm Beach County (COUNTY) entered into an agreement entitled Contract for Engineering/ Professional Services - Palm Beach County Utilities Department, WUD Project No.17-004 (CONTRACT) with: Baxter & Woodman, Inc., d/b/a Mathews Consulting, a Baxter & Woodman Company (MC/B&W or CONSULTANT) to provide engineering services for various general activities on June 20, 2017 (Reference Document R2017-0815). This Consultant Service Authorization will be performed under that CONTRACT.

This Consultant Services Authorization consists of providing project management, data collection, design, permitting, and bidding services for the Improvements to Master Repump Station 9-North.

**BACKGROUND**

The COUNTY has requested the CONSULTANT to provide data collection, engineering design, permitting and bidding services for the upgrades and improvements at Master Repump Station 9-North which is located at 19110 S. State Road 7, Boca Raton, FL in District 5 of the COUNTY's service area. The purpose is to upgrade the Master Repump Station to provide more reliability and improved operations. Master Repump Station 9-North is an inline type booster station which conveys domestic wastewater. The Station was placed into service in 1996 and is located near the corner of U.S. 441 just south of Yamato Road adjacent to New England Boulevard in Boca Raton, Florida. The site is currently equipped with four (4) 200-horsepower (HP) end suction centrifugal pumps which are each driven via dedicated variable frequency drives (VFD's). The typical station suction and discharge pressures are 6 pounds per square inch (psi) and 60 psi, respectively.

**SCOPE OF SERVICES**

CONSULTANT shall perform the engineering Scope of Services as described herein:

- Installation of a fifth inline booster pump at the last available pump space. The installation of a fifth pump will include all required suction and discharge piping, fittings and valves. CONSULTANT shall perform a detailed evaluation of the existing booster pump station flow and operating conditions. The evaluation shall include an analysis of the variable speed curves for the existing inline booster pumps. The size of the fifth pump will be determined based on the findings of the flow evaluation in order to optimize pumping and minimize stops and starts of the existing and proposed pumping units. This task will also require an evaluation of the existing electrical service system, switchgear and Motor Control Center (MCC), as well as the installation of a dedicated VFD.

- Replacement of the pump suction and discharge valving at each of the four (4) existing inline booster pumps, with the exception of the existing check valves on Pump No's 1 and 2.
- Replacement or repair of the existing 30-inch check valve on the main pump station inlet piping to address existing leakage around shaft seals.
- Review and evaluation of alternatives to address Staff concerns related to the existing emergency bypass pumping capabilities at the Station. The existing connection points are 6-inch diameter and positioned approximately 8 to 10-feet overhead. Staff requested that the bypass connections be modified to provide greater accessibility and to increase the connection sizes. Staff also requested that consideration be given to installing/procuring a large trailer mounted diesel driven emergency/backup pump as part of the current project. Based on the evaluation, CONSULTANT shall prepare a summary of proposed alternatives and provide a recommendation. Upon concurrence and approval by the COUNTY, CONSULTANT shall incorporate the selected alternative into the detailed design of the pump station improvements including pump and piping sizing, as appropriate.
- Replacement of the existing 30-inch diaphragm located on the main pump station inlet piping which is no longer functional.
- Surface preparation and re-coating of all existing, pumps, piping, valving, etc. All piping will be labeled to indicate direction of flow.
- Replacement of the existing heating, ventilation and cooling (HVAC) unit (condenser and air handler unit) dedicated to the existing electrical room. The replacement HVAC unit will be equipped with redundant compressor units.
- Replacement of the four (4) existing building ventilation/exhaust fans and provide hurricane wind rated roof connection per the most recent edition of the Florida Building Code.
- Replacement of the existing 600 kW diesel driven standby generator unit with a new minimum 800 kW unit which is capable of running four (4) of the five (in future) pumping units. Concurrently, the existing automatic transfer switch (ATS), which is original to the facility shall be replaced. The replacement generator unit will be sized based on an electrical load analysis of all connected loads and the anticipated load requirements during emergency conditions. A shutdown (i.e. decommissioning) plan will be developed for the standby generator and ATS replacement.
- Replacement of the four (4) existing variable frequency drives dedicated to each of the existing inline booster pumps. The existing VFD's are of the original make and model, are antiquated and nearing the end of their useful life. The COUNTY desires the installation of more modern 18 pulse VFDs.
- CONSULTANT shall coordinate with the COUNTY's dedicated pump station control panel supplier/integrator (Revere Controls, Mr. Jerry Zitterman at (868) 255-1619) to replace the existing programmable logic controller (PLC) and master control panel.
- Structural reinforcement of the 8-inch acoustical block walls to meet current wind loads per the most recent edition of the Florida Building Code as recommended in the Climate

Resilience Report. This work shall include performing non-destructive testing to verify the location and configuration of existing CMU reinforcing within the walls of the pump station building. Included within this work item shall be the replacement of existing access doorways to meet the current wind load requirements.

- Hurricane strapping of the Odophos chemical tank to resist hurricane wind loads per the most recent edition of the Florida Building Code as recommended in the Climate Resilience Report.
- Installation of a site access control and security monitoring (i.e. CCTV) system. The system shall include a key pad at the gate entry point with telephone entry system, access card control modules at all building access points and site security cameras at strategic locations throughout the project site.
- Site lighting along the access driveway commencing at the gate entry point to the pump station building. All site lighting shall be LED type and shall actuate via either independent photocells or a common controller device.

## **Task 1 – Project Management**

### **Subtask 1.1 Overall Project Management**

CONSULTANT shall provide overall project management, which includes monitoring progress of work on a weekly basis for billing and compliance with established schedule, budget and work quality requirements, and coordination with COUNTY and team subconsultant(s) to ensure timely project deliverables and budget management.

### **Subtask 1.2 Design Workshop Meetings**

CONSULTANT shall attend one (1) Kick-off Meeting and three (3) Design Review Meetings with the COUNTY. CONSULTANT will lead each of these Meetings and provide Meeting Agendas with Sign-in Sheet. Meeting Minutes shall be produced by the CONSULTANT within three (3) calendar days of the Meeting. These Meetings will be exclusive of other Meetings identified herein.

## **Task 2 – Data Collection**

### **Subtask 2.1 Geotechnical Evaluation**

CONSULTANT shall furnish the services of a professional geotechnical engineer to provide subsurface investigations of the project area that will include:

- Perform up to three (3) standard penetration test (SPT) borings to a depth of 15-ft below grade, as required. The SPT borings shall be located within the limits of the footprint of the slab-on-grade for the proposed diesel driven emergency bypass pumping unit.
- Evaluate field data collected and provide geotechnical engineering evaluation report.
- One (1) hard copy of the signed & sealed Geotechnical Report shall be provided to the COUNTY along with an electronic copy.



**Task 3 - Design Services**

**Subtask 3.1 Emergency Bypass Pumping Alternatives Technical Memorandum**

CONSULTANT shall provide engineering services to evaluate viable alternatives to address Staff concerns related to the existing emergency bypass pumping capabilities at the Station. The existing pump connection points (suction and discharge) are 6-inch diameter and positioned approximately 8 to 10-feet overhead. Staff requested that the bypass connections be modified to provide greater accessibility and to increase the connection sizes. Staff also requested that consideration be given to installing/procuring a large, trailer-mounted diesel driven emergency/backup pump as part of the current project.

CONSULTANT shall prepare and submit a DRAFT Technical Memorandum (TM) which summarizes the findings and conclusions of the emergency bypass pumping alternatives evaluation. The evaluation shall include a conceptual level, Engineer's Opinion of Probable Construction Cost estimate for the implementation of each of the proposed alternatives. Upon receipt of comments from the COUNTY, CONSULTANT shall address and/or incorporate any comments and submit a FINAL TM. Four (4) copies of the DRAFT and FINAL Summary Technical Memorandum shall be prepared and submitted to the COUNTY. Upon concurrence and approval by the COUNTY, CONSULTANT shall incorporate the selected alternative into the design of the pump station improvements.

**Subtask 3.2 Design Drawings**

CONSULTANT shall prepare Construction Documents which shall include: cover sheet, general notes, civil plan drawings, mechanical, structural, electrical, instrumentation and miscellaneous detail sheets conforming to the requirements of COUNTY's minimum construction standards. CONSULTANT shall prepare the engineering design elements on the topographic survey previously prepared as part of site Master Record Drawing plans preparation using AutoCAD (Version 2016) and available as-built drawings. CONSULTANT shall coordinate with COUNTY in order to design the proposed pump station improvements in accordance with the requirements and design standards of the COUNTY.

CONSULTANT shall prepare the engineering design elements utilizing the CONSULTANT'S standard layering system. Three (3) sets of hard copy 22x34 and two (2) sets of hard copy 11x17 drawings shall be submitted for COUNTY review at 60% and 90% completion stages. CONSULTANT shall meet with the COUNTY to discuss comments, and incorporate comments into final documents.

CONSULTANT shall furnish the COUNTY with four (4) sets of hard copy 22x34 and two (2) sets of hard copy 11x17, 100% Construction Set drawings, plus one (1) set of PDF and AutoCAD files in electronic format on CD.

A preliminary list of drawings anticipated is included below:

**GENERAL**

**Sheet DWG. Title**

1	G-1	Cover Sheet
2	G-2	General Notes and Abbreviations

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## **CIVIL**

### **Sheet DWG. Title**

3	C-1	Existing Site Plan
4	C-2	Proposed Site Demolition Plan
5	C-3	Proposed Site Plan
6	C-4	Proposed Yard Piping Plan
7	C-5	Civil Details - Sheet 1 of 2
8	C-6	Civil Details - Sheet 2 of 2

## **MECHANICAL**

9	M-1	Mechanical Notes, Legends and Abbreviations
10	M-2	Existing Mechanical Plan
11	M-3	Mechanical Demolition Plan
12	M-4	Mechanical Demolition Section - Sheet 1 of 2
13	M-5	Mechanical Demolition Section - Sheet 2 of 2
14	M-6	Proposed Mechanical Plan
15	M-7	Proposed Mechanical Section - Sheet 1 of 2
16	M-8	Proposed Mechanical Section - Sheet 2 of 2
17	M-9	Emergency Standby Pump and Piping Plan
18	M-10	Emergency Standby Pump Section
19	M-11	Mechanical Details - Sheet 1 of 2
20	M-12	Mechanical Details - Sheet 2 of 2

## **STRUCTURAL**

21	S-1	Structural Notes, Legends and Abbreviations
22	S-2	Typical Details Masonry/Concrete - Sheet 1 of 2
23	S-3	Typical Details Masonry/Concrete - Sheet 2 of 2
24	S-4	Structural Foundation Plan
25	S-5	Structural Elevations - Sheet 1 of 2
26	S-6	Structural Elevations - Sheet 2 of 2
27	S-7	Odophos Tank Restraint System Details
28	S-8	Structural Details - Sheet 1 of 3
29	S-9	Structural Details - Sheet 2 of 3
30	S-10	Structural Details - Sheet 3 of 3

## **ELECTRICAL**

31	E-1	Electrical Notes, Legends and Abbreviations
32	E-2	Electrical Site Demolition Plan
33	E-3	Proposed Electrical Site Plan
34	E-4	Demolition Single Line Diagram
35	E-5	Proposed Single Line Diagram
36	E-6	Pump Station Building - Electrical Demolition Plan
37	E-7	Pump Station Building - Proposed Electrical Plan
38	E-8	Electrical Room - Demolition Plan
39	E-9	Electrical Room - Proposed Plan and Sections
40	E-10	Emergency Generator Room Plan and Sections

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## **ELECTRICAL (CONT.)**

### **Sheet DWG. Title**

41	E-11	Panelboard Schedules
42	E-12	Electrical Details - Sheet 1 of 3
43	E-13	Electrical Details - Sheet 2 of 3
44	E-14	Electrical Details - Sheet 3 of 3

## **HVAC (CONT.)**

45	H-1	HVAC Notes, Symbols and Abbreviations
46	H-2	HVAC Demolition Plan
47	H-3	HVAC Proposed Plan
48	H-4	HVAC Sections and Details

### **Subtask 3.3 Specifications**

CONSULTANT shall prepare construction documents consisting of technical specifications which include the specific product and execution requirements for the proposed improvements at the Master Repump Station 9-North site. The Consultant shall red-line changes to the COUNTY's standard specifications and provide additional specification sections as needed. The technical specifications shall conform to the requirements of the COUNTY's minimum construction standards and Approved Materials and Equipment List.

CONSULTANT shall prepare the technical specifications in WORD.doc format. Three (3) sets of hard copy technical specifications shall be submitted for COUNTY review at 60% and 90% completion stages. CONSULTANT shall meet with the COUNTY to discuss comments, and incorporate comments into final documents.

CONSULTANT shall furnish the COUNTY with four (4) sets of hard copy technical specifications, plus one (1) set of PDF and WORD.doc files in electronic format on CD.

### **Subtask 3.4 Construction Cost Opinion**

At the 60%, 90% and 100% design completion stages, CONSULTANT shall prepare a detailed opinion of probable construction cost based upon the level of design drawings and specifications approved by the COUNTY. The cost opinion shall reflect changes in general scope, extent or character of design requirements incorporated during the various design review stages. Three (3) hard copies of the Construction Cost Opinion shall be submitted at the 60% and 90% completion stages. Four (4) hard copies of the Construction Cost Opinion shall be submitted at the 100% completion stage. One (1) electronic copy in PDF format shall be submitted at each design stage.

### **Subtask 3.5 Quality Assurance**

CONSULTANT shall provide internal QA/QC reviews on the 60%, 90% and 100% Construction Set Documents.

## **Task 4 - Permitting**

During the Design Phase, the CONSULTANT shall meet with the potential permitting and other interested agencies to determine all potential design permitting requirements. Agencies anticipated to have interest in the project include:

- Palm Beach County Health Department (Wastewater Collection/Transmission Permit).
- Palm Beach County Building Department

Permit applications shall be completed for each of the permitting agencies. Associated permit application fees shall be determined by CONSULTANT and paid by COUNTY.

In addition to preparing the permit applications for appropriate agencies, CONSULTANT shall assist COUNTY in consultations with the appropriate authorities. Consultation services shall include the following:

- Attend up to one (1) pre-application meeting with the staff of each regulatory agency.
- Attend up to one (1) meeting with each of the regulatory agencies during review of the final permit applications.
- Respond to request(s) for additional information from each regulatory agency.

### **Subtask 4.1 Palm Beach County Health Dept. Permitting**

CONSULTANT shall prepare and submit "Wastewater Collection Construction Permit Application" to the Palm Beach County Health Department.

### **Subtask 4.2 Palm Beach County Building Permit**

CONSULTANT shall provide two (2) signed and sealed sets of plans along with a Flood Elevation Certificate to be used by the COUNTY to submit the Building Department Permit application. CONSULTANT shall prepare revised drawings and a formal response for up to one (1) RFI issued by the COUNTY's building department.

## **Task 5 - Bid Phase Services**

### **Subtask 5.1 Bid Advertisement**

CONSULTANT shall assist the COUNTY in advertising for and obtaining bids or negotiating proposals for construction (including materials, equipment and labor). It is anticipated that work shall be awarded under a single Construction Contract. CONSULTANT shall provide electronic copies of the bid documents in PDF format to the COUNTY. COUNTY shall receive and process deposits for bidding documents, as applicable, and shall maintain a record of prospective bidders to whom bidding documents have been issued.

### **Subtask 5.2 Pre-Bid Conference**

CONSULTANT shall conduct pre-bid conference in conjunction with COUNTY staff and provide a written summary of issues discussed.

### **Subtask 5.3 Bid Clarification/Addenda**

CONSULTANT shall issue addenda and shall provide supplemental information or clarification, as appropriate, to interpret, clarify, or expand the bidding documents to all prospective bidders during the bid period.

### **Subtask 5.4 Contract Award**

CONSULTANT shall assist COUNTY in evaluating bids and proposals, including reference checks. CONSULTANT shall submit to COUNTY written recommendation concerning contract award to the lowest responsive responsible bidder.

### **Subtask 5.5 Conformed Contract Documents**

CONSULTANT shall prepare conformed Contract Documents for use by the Contractor during construction.

## **ASSUMPTIONS**

The scope of work presented herein is based on the following assumptions:

1. COUNTY will provide CONSULTANT record drawings of all available existing facilities which shall serve as the basis of design in this project. The information will be provided to Consultant within five (5) calendar days of NTP.
2. The project design drawings will be based upon and created using the facility Master Record Drawings, dated February 2013, prepared by Mathews Consulting, Inc. The completion of a supplemental boundary survey, topographic survey and/or subsurface utility investigation is not included in the current project scope of work.
3. COUNTY will provide CONSULTANT with operational data including but not limited to pump run times, pump performance curve, pump station construction data and discharge pressure data.
4. The project scope of work specifically excludes the upgrade, rehabilitation or replacement of the existing diesel fuel storage, delivery system (i.e. day tank) and/or conveyance piping.
5. COUNTY shall provide a mobile lift and qualified operator to assist with the completion of the non-destructive verification of the reinforcing in the CMU block walls of the pump station building.
6. COUNTY personnel will assist in field verification of affected existing COUNTY facilities where required.
7. COUNTY will prepare and provide for CONSULTANT review, prior to bidding, front-end documents in electronic (i.e. PDF) format.
8. CONSULTANT shall provide the COUNTY with AutoCAD files of the As-Bid drawings. Deviations from the Final Design Drawings will be compiled by the CONSULTANT and electronically incorporated onto the drawing files for use during construction.

9. A single bidding effort is assumed. Re-bidding of the project is considered an Additional Services item not currently included in this Scope of Work.
10. The project scope of work includes limited structural engineering design services. The structural scope of work includes the following tasks (as required): hardening of acoustical block walls; hurricane strapping for Odophos tank; modification of the existing generator slab to accommodate a larger generator unit; modifications to the existing building walls to increase the size of the generator intake and/or discharge louvers; wall/roof repair details to facilitate replacement of the existing ventilation fans as well as a slab-on-grade to accommodate the proposed emergency bypass pump connection and/or standby pump.
11. Scope does not include services for addressing a bid protest or for rebid of the project.
12. The design is to be based on the federal, state and local codes and standards in effect at the beginning of the project. Revisions required for compliance with any subsequent changes to those regulations is considered an Additional Services Item and is not currently included in this Scope of Work.
13. Design shall comply with COUNTY'S Minimum Engineering and Construction Standards, latest edition.
14. CONSULTANT assumes that there are no contaminated soils or groundwater in the project area.
15. COUNTY is responsible for all permitting fees, including costs of public notification in local newspapers.

## **COMPENSATION**

COUNTY agrees to pay MC/B&W a fee of **\$190,517.49** of the CONTRACT, by the Lump Sum method of payment. A further breakdown of the fee is as follows and as shown in Attachment B.

## **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

CSA #4 - Improvements to Master Repump Station 9-North  
Budget Summary

		Labor Classification and Hourly Rates								
Task No.	Task Description	Principal \$57.82	Sr. Engineer III/IV \$51.02	Engineer III \$35.71	CAD/GIS III/IV \$35.71	Const. Mgr Eng. Tech III/IV \$40.00	Inspector Eng. Tech I/II \$31.00	Clerical I/II \$23.81	Total Labor	Sub- Consultant Services
1	Project Management									
1.1	Overall Project Management	8	24					16	\$2,068.00	
1.2	Design Workshop Meetings (4 Meetings)	8	12	16					\$1,646.16	
	Subtotal Task 1	16	36	16	0	0	0	16	\$3,714.16	\$0.00
2	Data Collection									
2.1	Geotechnical Evaluation	1	4	2				2	\$380.94	
	Subconsultant Geotech (Radise) - Allowance									\$3,810.00
	Subtotal Task 2	1	4	2	0	0	0	2	\$380.94	\$3,810.00
3	Design Services									
3.1	Emergency Bypass Pumping Alternatives Tech Memo.	4	12	24	8			2	\$2,033.86	
3.2a	60% Design Drawings	6	38	84	70			2	\$7,832.64	
3.2b	90% Design Drawings	2	16	40	48			4	\$4,169.68	
3.2c	100% Construction Set Drawings	2	8	16	8			4	\$1,476.08	
3.2d	Conformed "As-Bid" Construction Set Drawings	0	4	6	8			4	\$799.26	
3.3a	60% Technical Specifications	2	14	28				8	\$2,020.28	
3.3b	90% Technical Specifications	2	10	18				4	\$1,363.86	
3.3c	100% Technical Specifications	2	4	6				4	\$629.22	
3.4	Construction Cost Opinion	2	8	16				2	\$1,142.78	
3.5	Quality Assurance	6				6		2	\$634.54	
	Subconsultant Electrical (Gartek)									\$72,350.00
	Subconsultant Structural (WGI)									\$23,260.00
	Subtotal Task 3	28	114	238	142	6	0	36	\$22,102.20	\$95,610.00
4	Permitting									
4.1	PBC Health Department Permitting	2	4	6	4			2	\$724.44	
4.2	PBC Building Department Permitting	2	4	6	8			2	\$867.28	
	Subconsultant Survey (CAS)									\$600.00
	Subtotal Task 4	4	8	12	12	0	0	4	\$1,591.72	\$600.00
5	Bid Phase Services									
5.1	Bid Advertisement	3						4	\$268.70	
5.2	Pre-Bid Conference	4		4					\$374.12	
5.3	Bid Clarification / Addenda	2	6					4	\$517.00	
5.4	Contract Award	2		2		5			\$387.06	
5.5	Conformed Contract Documents	1	4		4			8	\$595.22	
	Subtotal Task 5	12	10	6	4	5	0	16	\$2,142.10	\$0.00
	Labor Subtotal Hours	61	172	274	158	11	0	74		\$100,020.00
	Labor Raw Costs	\$3,527.02	\$8,775.44	\$9,784.54	\$5,642.18	\$440.00	\$0.00	\$1,761.94	\$29,931.12	
	Labor Multiplier	2.94	2.94	2.94	2.94	2.94	2.94	2.94		
	Labor Subtotal	\$10,369.44	\$25,799.79	\$28,766.55	\$16,588.01	\$1,293.60	\$0.00	\$5,180.10	\$87,997.49	
	Labor Total Costs	\$87,997.49								
	Subconsultant Costs Not Subject to Multiplier	\$100,020.00								
	Subconsultant Costs Subject to Multiplier	\$0.00								
	Subconsultant Multiplier	1.1								
	Subconsultant Costs Total	\$100,020.00								
	Reimbursable Expenses	\$2,500.00								
	Project Total	\$190,517.49								



ATTACHMENT - C

PROJECT SCHEDULE

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

Task	Completion Dates (Calendar Days from NTP)
Task 1 – Project Management	285 days
Task 2 – Data Collection Geotechnical Engineering Report	135 Days
Task 3 – Design Services Emergency Bypass Technical Memo County Review of Technical Memo 60% Design Submittal County Review of 60% package 90% Design Submittal County Review of 90% Package 100% Construction Set Submittal	30 days 45 days 90 days 105 days 165 days 180 days 210 days
Task 4 – Permitting	240 days
Task 5 – Bid Phase	285 days
Total Duration	285 days

SCHEDULE 1  
LIST OF PROPOSED SBE-M/WBE PARTICIPATION

PROJECT NAME OR BID NAME: Improvements to Master Repump Station 9-North PROJECT NO. OR BID NO.: 18-036  
NAME OF PRIME BIDDER: Baxter & Woodman, Inc. d/b/a Mathews Consulting ADDRESS: 477 S. Rosemary Ave., Suite 330, West Palm Beach, FL 33401  
CONTACT PERSON: Jason A. Pugsley, P.E. PHONE NO.: 561-655-6175 FAX NO.: 561-655-6179  
BID OPENING DATE: \_\_\_\_\_ USER DEPARTMENT: WUD

THIS DOCUMENT IS TO BE COMPLETED BY THE PRIME CONTRACTOR AND SUBMITTED WITH BID PACKET. PLEASE LIST THE NAME, CONTACT INFORMATION AND DOLLAR AMOUNT AND/OR PERCENTAGE OF WORK TO BE COMPLETED BY ALL SBE -M/WBE's ON THIS PROJECT. IF THE PRIME IS AN SBE-M/WBE, PLEASE ALSO LIST THE NAME, CONTACT INFORMATION AND DOLLAR AMOUNT AND/OR PERCENTAGE OF WORK TO BE COMPLETED BY THE PRIME ON THIS PROJECT. THE PRIME AFFIRMS THAT IT WILL MONITOR THE SBES LISTED TO ENSURE THE SBES PERFORM THE WORK WITH ITS OWN WORKFORCE.

(Check one or both Categories)			DOLLAR AMOUNT AND/OR PERCENTAGE OF WORK				
Name, Address and Phone Number	M/WBE	SBE	Black	Hispanic	Women	Caucasian	Other (Please Specify)
	Minority Business	Small Business					
1. Craig A. Smith & Associates	<input type="checkbox"/>	<input checked="" type="checkbox"/>				\$600.00 0.31%	
2. Radise International, L.C.	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					\$3,810.00 1.99% (Asian)
3. Gartek Engineering Corporation	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		\$72,350.00 37.97%			
4.	<input type="checkbox"/>	<input type="checkbox"/>					
5.	<input type="checkbox"/>	<input type="checkbox"/>					
(Please use additional sheets if necessary)							
Total			\$72,350.00 / 37.97% \$600.00 / 0.31% \$3,810.00 / 1.99%				

Total Bid Price \$ 190,517.49

Total SBE-M/WBE Participation Dollar Amount and/or Percentage of Work \$76,760.00 / 40.29%

I hereby certify that the above information accurate to the best of my knowledge:

[Signature] Signature Vice President / FL OPS MANAGER Title

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

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

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

PROJECT NUMBER: 18-036 PROJECT NAME: Improvements to Master Repump Station 9-North

TO: Baxter & Woodman, Inc. d/b/a Mathews Consulting  
(Name of Prime Bidder)

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

Small Business Enterprise X Minority Business Enterprise \_\_\_\_\_

Black \_\_\_\_\_ Hispanic \_\_\_\_\_ Women \_\_\_\_\_ Caucasian X Other (Please Specify) \_\_\_\_\_

Date of Palm Beach County Certification: January 16, 2015

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

Line Item/ Lot No.	Item Description	Qty/Units	Unit Price	Total Price/ Percentage
<u>1</u>	<u>Field survey services to prepare a Flood</u>	<u>1</u>	<u>\$600.00</u>	<u>\$600.00 / 0.31%</u>
	<u>Elevation Certificate for use during the</u>			
	<u>building department permitting</u>			
	<u>process</u>			

at the following price or percentage \$600.00 / 0.31%  
(SBE Prime or Subcontractor's Quote)

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

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

Price or Percentage \_\_\_\_\_  
(Name of Subcontractor)

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

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

Craig A. Smith & Associates  
Print name of  
SBE-M/WBE Company

By: [Signature]  
(Signature)

ROBERT ICEWEN  
Print name/title of person executing on behalf  
of SBE-M/WBE

Revised 7/2/2013

Date: 4/10/19

**CRAIG A. SMITH & ASSOCIATES**

**PROPOSED SCOPE OF SERVICES AND PROPOSED FEE**

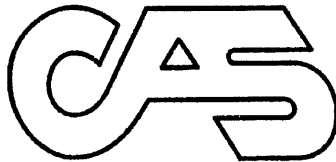
**FOR**

**PROFESSIONAL SURVEYING SERVICES**

**AT**

**FLOOD ELEVATION CERTIFICATE  
FOR  
PBCWUD PUMP STATION 9 NORTH  
PALM BEACH COUNTY, FLORIDA**

**DATED: January 5, 2018**



**CRAIG A. SMITH & ASSOCIATES**

**Engineers•Surveyors•Utility Locators•Grant Specialists**

**7777 GLADES ROAD, SUITE 410, BOCA RATON, FL 33434**

**(561) 314-4445 FAX (561) 314-4457**

**EMAIL: CASRPB@CRAIGASMITH.COM**



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**CRAIG A. SMITH & ASSOCIATES**

**PROPOSED SCOPE OF SERVICES AND PROPOSED FEE**

**FOR**

**PROFESSIONAL SURVEYING SERVICES**

**PROJECT NAME:** PBCWUD Pump Station 9 North  
Palm Beach County, Florida

**PROPOSAL NUMBER:** 18-9999-P3658

**PROJECT DESCRIPTION:** Flood Elevation Certificate

**PROJECT PLANS:** N/A

**CLIENT:** Baxter & Woodman, Consulting Engineers

**Name:** Mr. Jason Pugsley, P.E.

**Address:** 477 S. Rosemary Avenue, Suite 330  
West Palm Beach, Florida 33401

**Phone:** 561-655-6175

**E-Mail:** jpugsley@baxterwoodman.com

**GENERAL:**

Craig A. Smith and Associates (CAS) propose to accomplish the professional surveying services for the above project as outlined in this proposal. When the parties have agreed upon the details of the services to be provided, the fees to be paid for the services, and sign this proposal, this proposal will become a formal written agreement. CAS proposes to accomplish the services as follows:

**S60**

**FEMA FLOOD ELEVATION CERTIFICATE**

Surveying services to produce a Flood Elevation Certificate for the existing building on the Pump Station 9 North Site. Building access must



be available at the time of the survey. 3 sets of the Certified Flood Elevation Certificate will be provided to the Client.

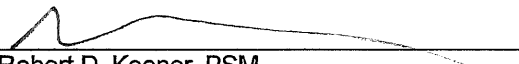
**Total = \$600.00**

**FEE TOTAL**

The fee for items listed above will be **SIX HUNDRED AND 00/100 DOLLARS (\$600.00)**. Any service not specifically included in the Final Agreement will be considered as an Additional Service. CAS will accomplish Additional Services upon proper written authorization from the CLIENT. The fees for Additional Services are at a mutually agreed upon Lump Sum Fee:

**AGREED TO AND ACCEPTED BY:**

**CRAIG A. SMITH & ASSOCIATES**

  
Robert D. Keener, PSM  
Vice President

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name of Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

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

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

PROJECT NUMBER: 18-036 PROJECT NAME: Improvements to Master Repump Station 9-North  
TO: Baxter & Woodman, Inc. d/b/a Mathews Consulting  
(Name of Prime Bidder)

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

Small Business Enterprise X Minority Business Enterprise X  
Black \_\_\_\_\_ Hispanic X Women \_\_\_\_\_ Caucasian \_\_\_\_\_ Other (Please Specify) \_\_\_\_\_

Date of Palm Beach County Certification: November 18, 2016

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

Line Item/				Total Price/
Lot No.	Item Description	Qty/Units	Unit Price	Percentage
1	Electrical Engineering Design and Bid Assistance Services	1	\$72,350.00	\$72,350.00 / 37.97%

at the following price or percentage \$72,350.00 / 37.97%  
(SBE Prime or Subcontractor's Quote)

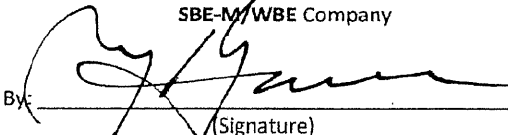
and will enter into a formal agreement for work with you contingent upon your execution of a contract with Palm Beach County.

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

Price or Percentage \_\_\_\_\_  
(Name of Subcontractor)

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

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

Gartek Engineering Corporation  
\_\_\_\_\_  
Print name of  
SBE-M/WBE Company  
By:   
(Signature)  
Mel F. Garcia, P.E., LEED AP Vice President  
\_\_\_\_\_  
Print name/title of person executing on behalf  
of SBE-M/WBE



February 28<sup>th</sup>, 2018

Mr. Jason A. Pugsley, P.E.  
Water/Wastewater Department Manager  
Mathews Consulting  
Baxter Woodman Company  
477 S. Rosemary Avenue, Suite 330  
West Palm Beach, FL. 33401

\*\*\*Via E-Mail\*\*\*  
[jpugsley@baxterwoodman.com](mailto:jpugsley@baxterwoodman.com)

Dear Jason:

**Re: PBCWUD Pumping Station 9N – Rehabilitation - Rev**  
**This proposal supersedes prior proposal dated 01-12-18. It was revised to include additional services requested in your email of 02-27-18.**

This is to present our proposal for Electrical Engineering Services for the referenced project and as outlined in the Work Scope Summary dated 09/26/17 and recent emails on the subject.

The scope of our services is as indicated below:

1. Replace VFDs on each of four (4) existing 200HP pump motors. Replacement VFD's will be 18-pulse type.
2. Provide coordination with Revere Controls to replace the existing PLC and master control panel.
3. Evaluate existing electrical service and distribution system to establish upgrades required to install a fifth 200HP booster pump in remaining slot. Prepare design for all necessary modifications.
4. Replace existing 600kW generator and ATS with new units capable of carrying the pumping station load with four (4) pumps operating. Evaluate fuel supply run-time and report findings. Scope includes a proposed sequence of construction for replacement of the existing generator and ATS. (Scope does not include increasing fuel supply capacity, if required, kindly indicate so).
5. Prepare short circuit, coordination, and arc flash study (SCCAF) reflecting final design conditions.
6. Replace existing HVAC dedicated to the electrical room. Design will incorporate redundant units.
7. Replace all existing building ventilation fans.
8. Add site access control.
9. Add site lighting along the entry road from the gate to the pump station building.

The scope of our services also includes the following:

1. Modification to existing Grounding and Lightning Protection per PBCWUD Standards.

**Gartek Engineering Corporation**  
**CBE DBE, M/WBE SBE**

Corporate Office: 7210 SW 39 Terrace • Miami, Florida 33155 • Phone (305) 266-8997 • Fax (305) 264-9496  
Broward Office: 2700 N. 29 Ave • Suite 303 • Hollywood, Florida 33020 • Phone (954) 404-8100 • Fax (954) 404-8133  
Palm Beach Office: 6801 Lake Worth Rd. • Suite 117 • Greenacres • FL 33467 • Phone (561) 249-3431 • Fax (561) 249-3472  
[www.gartek-engineering.com](http://www.gartek-engineering.com)



2. Site visits to document existing conditions affecting electrical design.
3. Prepare design submittals including drawings, specifications, and Engineer's cost estimate, at the 60%, 90% and 100% completion levels.
4. Specifications in book form.
5. Blueprinting for design coordination. Fee includes reproduction internal to our office. Printing for progress reviews, or additional reproduction will be invoiced at cost plus 10%.
6. Three (3) meetings with PBCWUD for the design kick-off, 60% design review and 90% design review meetings.
7. One (1) design coordination meeting with Mathews Consulting during course of design.
8. Responses to Building Department and WUD comments in a timely manner.
9. Responses to contractor's Bid RFI's in a timely manner.
10. Attendance to pre-bid meeting.

The following is to be provided to Gartek Engineering:

1. Gartek is to be provided with electronic ACCAD files of site background drawings on which to show the electrical design.
2. Mathews will provide Gartek with the cut sheets for the proposed equipment requiring electrical supply or controls. All other electrical/I&C equipment specified or otherwise included in the project shall be per the County standards. Gartek shall be responsible for obtaining cut sheet/informational data for all such equipment as required to complete the electrical and I&C design.
3. Gartek is to be provided with access to PBC WUD Current Standards.
4. Gartek will select all electrical equipment, panels, I&C components, etc., in accordance with County standards. Where a specific manufacturer/supplier is not indicated in the County standards, Gartek shall coordinate equipment/manufacture selection with County staff as part of standard design work.

The following **will not** be included in the Basic Fee:

1. Services during construction are not included in the fee.
  - a. Review of shop drawings
  - b. Responses to contractor's RFI's during construction in a timely manner.
  - c. Site visits during the construction period.
2. Structural Engineering associated with structural requirements of larger generator
3. Incorporation of contractor generated as-built information into final documents
4. Fire Protection Plans.

**Gartek Engineering Corporation**

**CBE DBE, M/WBE SBE**

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[www.gartek-engineering.com](http://www.gartek-engineering.com)



Mechanical, Electrical,  
Plumbing and Fire  
Protection Engineers

February 28<sup>th</sup>, 2018  
Mathews Consulting

Page 3 of 4

**Re: PBCWUD Project WUD Pump Station 9N Rehabilitation - Proposal - Revised**

5. Re-design as a result of value engineering recommendations received after completion of design.
6. Our Scope of services does not include Preparation of As-built drawings. As-builts of the completed installations are to be prepared by the contractor.
7. Observations during construction, and special meetings with the owner or sub-contractors, if requested and approved by you, are to be charged separately at the hourly rate specified herein.
8. Messenger and/or delivery services are not included and will be invoiced at cost plus 10% administrative fee.

Our fee for the above described scope of services is as indicated below and in more detail on the attached spreadsheet:

Preliminary Phase	\$ 3,320
60% Submittal	\$45,400
90% Submittal	\$16,230
100% Submittal	\$ 2,720
Bid Phase	\$ 4,680
Construction Phase	\$ NIC
Project Closeout	\$ NIC
<b>Total</b>	<b><u>\$72,350</u></b>

Work approved by you to be completed on an hourly basis will be charged at the following rates:

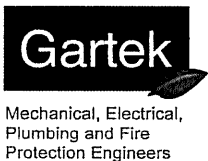
Principals	US\$180.00/hr
Engineer	US\$130.00/hr
CAD Designer	US\$ 80.00/hr
Administrative	US\$ 45.00/hr

Our fee will be invoiced and payable on a percentage of completion basis.

We will invoice in proportion to services rendered and payment will be expected within thirty (30) days. Interest on overdue accounts beyond 30 days of billing date will be charged at a rate of 1.5% per month beginning at the invoice date. Payment for services is your direct obligation and is not contingent upon any other payment schedules pursuant to other contracts or financial arrangements. If payment is not received within thirty (30) days of your receiving our invoice, we have the option to cease providing services during that time and we cannot be held responsible for costs generated by our work stoppage. The successful party to litigation related to agreement will be entitled to collect legal fees. Our fee is valid provided that the design of this project is completed within six (6) months of the date of this proposal.

**Gartek Engineering Corporation**  
**CBE DBE, M/WBE SBE**

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Mechanical, Electrical,  
Plumbing and Fire  
Protection Engineers

February 28<sup>th</sup>, 2018

Mathews Consulting

**Re: PBCWUD Project WUD Pump Station 9N Rehabilitation - Proposal - Revised**

Page 4 of 4

Please review our proposal and let me know if I can help clarify any item in more detail.

Thank you for reaching out to Gartek Engineering. We look forward to receiving your favorable consideration. If you agree with our proposal, please return a signed copy as your authorization. We will be ready to start upon receipt of final architectural backgrounds.

Best Regards,

GARTEK ENGINEERING CORPORATION

Mel F. Garcia, P.E. LEED AP  
Vice President  
MFG:lm  
Attachment

Authorized by **Mathews Consulting, a Baxter  
Woodman Company** for Gartek Engineering  
Corporation to provide the above services:

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

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Gartek Engineering Corporation**  
**CBE DBE, M/WBE SBE**

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Gartek	Project: PBC WUD - Booster Pump Station No. 9 Rehabilitation																	28-Feb-18			
Gartek Engineering Corp		Client:		Mathews Consulting												PROPOSED FEE BREAKDOWN					
Position:	PRINCIPAL MECHANICAL		PRINCIPAL ELECTRICAL		FIRE PROT ENGINEER		PLUMBING ENGINEER		HVAC ENGINEER		ELECTRICAL ENGINEER		TECHNICIAN CAD		MISC Other		TOTAL				
Rate (\$/Hour):	\$180.00		\$180.00		\$150.00		\$130.00		\$130.00		\$130.00		\$80.00		\$45.00						
	M-H	Cost	M-H	Cost	M-H	Cost	M-H	Cost	M-H	Cost	M-H	Cost	M-H	Cost	M-H	Cost	M-H	Cost	Avg. Hrly Rate		
Preliminary																					
Initial Site visit document existing conditions	0	\$0	0	\$0	0	\$0	4	\$520	4	\$520	4	\$520	0	\$0	0	\$0	12	\$1,560	\$130		
Assesment and report	0	\$0	0	\$0	0	\$0	0	\$0	4	\$520	4	\$520	0	\$0	0	\$0	8	\$1,040	\$130		
Kick-off meeting/MC coord meeting	0	\$0	4	\$720	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	4	\$720	\$180		
Sub-Total Preliminary	0	\$0	4	\$720	0	\$0	4	\$520	8	\$1,040	8	\$1,040	0	\$0	0	\$0	24	\$3,320	\$138		
60% Submittal																					
Site visits during design	0	\$0	0	\$0	0	\$0	8	\$1,040	8	\$1,040	8	\$1,040	0	\$0	0	\$0	24	\$3,120	\$130		
Demolition Plans	0	\$0	0	\$0	0	\$0	8	\$1,040	8	\$1,040	16	\$2,080	8	\$640	0	\$0	40	\$4,800	\$120		
60% Construction Documents																					
Replace VFD's	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	16	\$2,080	0	\$0	0	\$0	16	\$2,080	\$130		
Replace VFD's and Master Control Panels. Coordinate with Revere.	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	16	\$2,080	0	\$0	0	\$0	16	\$2,080	\$130		
Evaluate existing electrical Dist for 5th 200HP	0	\$0	4	\$720	0	\$0	0	\$0	0	\$0	16	\$2,080	0	\$0	0	\$0	20	\$2,800	\$140		
Add site access control											8	\$1,040					8	\$1,040	\$130		
Add site lighting along Entry Rd.											16	\$2,080					16	\$2,080	\$130		
Add 5th Pump	0	\$0	2	\$360	0	\$0	0	\$0	0	\$0	16	\$2,080	0	\$0	0	\$0	18	\$2,440	\$136		
Replace 600kW generator with larger. Generator breaker, feeder, shutdown, day tank, fuel supply line, engine exhaust, radiator exhaust, makeup air, room ventilation	0	\$0	2	\$360	0	\$0	24	\$3,120	24	\$3,120	40	\$5,200	24	\$1,920	0	\$0	114	\$13,720	\$120		
Preliminary SCCAF study	0	\$0	2	\$360	0	\$0	0	\$0	0	\$0	16	\$2,080	0	\$0	0	\$0	18	\$2,440	\$136		
Replace existint HVAC and ventilation fans	2	\$360	0	\$0	0	\$0	0	\$0	24	\$3,120	0	\$0	8	\$640	0	\$0	34	\$4,120	\$121		
Allowance for FPL coordination	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	2	\$260	0	\$0	0	\$0	2	\$260	\$130		
Specifications	0	\$0	8	\$1,440	0	\$0	8	\$1,040	8	\$1,040	0	\$0	0	\$0	4	\$180	28	\$3,700	\$132		
Estimate of probable cost	0	\$0	0	\$0	0	\$0	4	\$520	4	\$520	8	\$1,040	0	\$0	0	\$0	16	\$2,080	\$130		
WUD Review Meeting, Address Comments	0	\$0	4	\$720	0	\$0	4	\$520	4	\$520	0	\$0	0	\$0	0	\$0	12	\$1,760	\$147		
60% Submittal	2	\$ 360	22	\$ 3,960	0	\$0	48	\$6,240	72	\$9,360	170	\$22,100	40	\$3,200	4	\$180	358	\$45,400	\$127		
90% Submittal																					
90% Construction Documents																					
Replace VFD's	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	4	\$520	0	\$0	0	\$0	4	\$520	\$130		
Replace VFD's and Master Control Panels. Coordinate with Revere.	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	4	\$520	0	\$0	0	\$0	4	\$520	\$130		
Add 5th Pump	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	16	\$2,080	8	\$640	0	\$0	24	\$2,720	\$113		
Replace 600kW generator with larger. Generator breaker, feeder, shutdown, day tank, fuel supply line, engine exhaust, radiator exhaust, makeup air, room ventilation	0	\$0	2	\$360	0	\$0	8	\$1,040	8	\$1,040	16	\$2,080	16	\$1,280	0	\$0	50	\$5,800	\$116		
Replace existing HVAC and ventilation fans	2	\$360	0	\$0	0	\$0	0	\$0	8	\$1,040	0	\$0	4	\$320	0	\$0	14	\$1,720	\$123		
Update SCCAF Study	0	\$0	2	\$360	0	\$0	0	\$0	0	\$0	8	\$1,040	0	\$0	0	\$0	10	\$1,400	\$140		
Specifications	0	\$0	4	\$720	0	\$0	2	\$260	2	\$260	0	\$0	0	\$0	2	\$90	10	\$1,330	\$133		
Update estimate of probable cost	0	\$0	0	\$0	0	\$0	1	\$130	1	\$130	4	\$520	0	\$0	0	\$0	6	\$780	\$130		
WUD Review Meeting, Address Comments	0	\$0	8	\$1,440	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	8	\$1,440	\$180		
90% Submittal	2	\$360	16	\$2,880	0	\$0	11	\$1,430	19	\$2,470	52	\$6,760	28	\$2,240	2	\$90	130	\$ 16,230	\$125		
100% Submittal																					
100% Construction Documents	0	\$0	0	\$0	0	\$0	4	\$520	4	\$520	8	\$1,040	8	\$640	0	\$0	24	\$2,720	\$113		
Specifications	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	#DIV/0!		
Update estimate of probable cost	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	#DIV/0!		
Sub-Total Construction Documents	0	\$0	0	\$0	0	\$0	4	\$520	4	\$520	8	\$1,040	8	\$640	0	\$0	24	\$2,720	\$113		
Bid/Permit Phase																					
Pre-Bid meeting and walk through	0	\$0	0	\$0	0	\$0	4	\$520	4	\$520	4	\$520	0	\$0	0	\$0	12	\$1,560	\$130		
Allowance for contractor id RFI's, addenda	0	\$0	0	\$0	0	\$0	8	\$1,040	8	\$1,040	8	\$1,040	0	\$0	0	\$0	24	\$3,120	\$130		
Sub-Total Bid/Permit Phase	0	\$0	0	\$0	0	\$0	12	\$1,560	12	\$1,560	12	\$1,560	0	\$0	0	\$0	36	\$4,680	\$130		
Construction Phase (NIC)																					
	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	#DIV/0!		
Sub-Total Construction Phase	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	#DIV/0!		
Project Closeout (NIC)																					
	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	#DIV/0!		
Sub-Total Closeout	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	#DIV/0!		
TOTAL LUMP SUM FEE:	4	\$720	42	\$7,560	0	\$0	79	\$10,270	115	\$14,950	250	\$32,500	76	\$6,080	6	\$270	572	\$72,350	\$126		
																		\$72,350			

NOTES:

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

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

PROJECT NUMBER: 18-036 PROJECT NAME: Improvements to Master Repump Station 9-North

TO: Baxter & Woodman, Inc. d/b/a Mathews Consulting  
(Name of Prime Bidder)

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

Small Business Enterprise X Minority Business Enterprise X

Black \_\_\_\_\_ Hispanic \_\_\_\_\_ Women \_\_\_\_\_ Caucasian \_\_\_\_\_ Other (Please Specify) X (Asian)

Date of Palm Beach County Certification: December 13, 2017

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

Line Item/ Lot No.	Item Description	Qty/Units	Unit Price	Total Price/ Percentage
<u>1</u>	<u>Geotechnical Investigation</u>	<u>1</u>	<u>\$3,810.00</u>	<u>\$3,810.00 / 1.99%</u>

at the following price or percentage \$3,810.00 / 1.99%  
(SBE Prime or Subcontractor's Quote)

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

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

Price or Percentage \_\_\_\_\_  
(Name of Subcontractor)

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

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

Radise International, L.C.  
Print name of  
SBE-M/WBE Company

By: [Signature]  
(Signature)  
Gary Stelmach/Vice President  
Print name/title of person executing on behalf  
of SBE-M/WBE

Revised 7/2/2013

Date: 04/10/18



January 9, 2018

**Mathews Consulting**

**Attn.: Mr. Jason A. Pugsley, P.E.**  
477 S. Rosemary Avenue, Suite 330  
West Palm Beach, FL 33401

Phone: (561) 655-6175, Ext. 7706  
Mobile: (561)-352-4703  
jpugsley@baxterwoodman.com

**RE: Geotechnical Services Proposal**  
**PBCWUD Master Repump Station 9 North Improvements**  
**Palm Beach County, Florida**  
**RADISE Project No: TBD**

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Dear Mr. Pugsley,

RADISE International, L.C. (RADISE) is pleased to submit this proposal for the above referenced project. This proposal discusses our understanding of the project, presents our proposed scope of work, and establishes our schedule and fee for performing the work.

**PROJECT INFORMATION**

We understand that Palm Beach County Water Utilities Department (PBCWUD) is planning to retain Mathews Consulting for the PBCWUD "Improvements to Master Repump Station 9-North". A geotechnical investigation is desired to facilitate specific improvements as part of the proposed project scope of work. Master Repump Station 9-North is located near the corner of U.S. 441 just south of Yamato Road adjacent to New England Boulevard in Boca Raton, Florida.

**SCOPE OF SERVICES**

The proposed scope of work for the project consists of the following:

1. We will visit the site to field mark (paint and/or stake) the planned boring locations and observe existing site conditions.
2. We will contact Sunshine 811 to request field location and clearance of underground utilities in the areas of the borings as per Florida Statutes.
3. We will mobilize a truck-mounted drilling rig to the site.
4. Perform three (3) Standard Penetration Tests (SPT) borings to depths of 15 feet below the existing ground surface.

5. Following completion of the drilling operations, the boreholes will be backfilled with grout and if necessary, the pavement patched with asphalt cold patch.
6. We will visually classify the collected soil samples in the field with laboratory confirmation/QC verification of classifications using the Unified Soil Classification System (USCS).
7. We will assign and perform a series of laboratory test to ascertain soil index properties for the soils encountered in each boring.
8. Perform appropriate geotechnical engineering analyses and prepare a geotechnical engineering report providing the results of the SPT borings, the soil laboratory testing, bearing capacity and foundation recommendations for the proposed slabs on grade. Additionally, the report will provide recommendations regarding proposed backfilling and compaction, dewatering, and other considerations for site construction including utility and foundation excavations.

### **SCHEDULE/DELIVERABLES**

Upon receiving written authorization to proceed, we will commence with field marking of the boring locations and preparation of the utility locate request. Mobilization for the drilling operations will occur soon after Sunshine 811 clearance of boring locations is received from the contacted utilities. These two upfront activities are expected to require no more than 2 weeks to complete.

The specified field drilling work is expected to require one day. Laboratory visual classification of the soils and report preparation will require about two weeks to complete following completion of field work. We expect to provide the final report signed and sealed by a registered professional engineer within four to six weeks however, accelerations of this schedule may be facilitated if needed.

### **COMPENSATION & TERMS**

Based upon our understanding of the project and interpretation of your requirements, we propose to perform the scope of work outlined previously for a Lump Sum Fee as detailed in the Fee Breakdown on Attachment A. Our work will be performed in accordance with the General Terms and Conditions included as part of this proposal as Attachment B.

Soil samples obtained from the drilling operations will be retained by RADISE for a period of 90 days from the date of drilling and then they will be discarded unless alternate terms are agreed to in writing with the client.

### **CLOSURE**

RADISE appreciates the opportunity to provide our services for this project, and trust that the scope of work and fee presented in this proposal are clear and understandable. Should the proposal contents require any clarification or amplification, please feel free to contact us.



Sincerely,  
**RADISE International, L.C.**  
Infrastructure Engineers & Software Consultants



**Akash Bissoon, P.E.**  
Project Engineer

**Thomas F. Mullin, P.E.**  
Chief Engineer

Attachments: A - Fee Breakdown







ATTACHMENT A  
FEE BREAKDOWN  
GEOTECHNICAL ENGINEERING SERVICES  
PBCWUD Repump Station 9 North Improvements  
Palm Beach County, Florida

		Qty	Unit	Unit Price	Total
<b>1.0 FIELD EXPLORATION (Estimated 2 Weeks)</b>					
1.1	Stake borings and Utility Clearance (Sr. Eng. Technician)	2	Hour	\$ 85.00	\$ 170.00
1.2	Mobilize Equipment - Drill Rig (Truck)	1	Each	\$ 350.00	\$ 350.00
<b>1.3 SPT Borings (Estimated 1 day)</b>					
	Site	Boring Depth (feet)	No. of Borings	Total Boring Footage	
	9 North	15	3	45	
		<b>Total Boring Depth for 1.3</b>		45	feet
1.5.1	SPT Boring-0' to 50' (Truck-Mounted) LAND	45	Foot	\$ 12.00	\$ 540.00
1.5.2	Casing Allowance - 0' to 50' - To keep borehole open in caving soil conditions	45	Foot	\$ 5.00	\$ 225.00
1.5.3	Grout Seal/Cold Patch Boreholes (3") - 0' to 50'-LAND	45	Foot	\$ 4.00	\$ 180.00
				<b>TOTAL FIELD WORK</b>	<b>\$ 1,295.00</b>
<b>2.0 LABORATORY SERVICES (Estimated 1 Week)</b>					
2.1	Laboratory Visual Classification QC/Verification- (Engineer Intern)	2	Hour	\$ 85.00	\$ 170.00
2.2	Natural Moisture Test	0	Each	\$ 15.00	\$ -
2.3	Full Grain Size Analysis	0	Each	\$ 75.00	\$ -
2.4	Fine Content Determination	3	Each	\$ 45.00	\$ 135.00
2.5	Organic Content Test	1	Each	\$ 45.00	\$ 45.00
2.6	Atterberg Limits	1	Each	\$ 85.00	\$ 85.00
				<b>TOTAL LABORATORY SERVICES</b>	<b>\$ 435.00</b>
				<b>TOTAL FIELD &amp; LABORATORY SERVICES</b>	<b>\$ 1,730.00</b>
<b>3.0 PROFESSIONAL ENGINEERING AND REPORTING SERVICES (Estimated 2 Weeks)</b>					
3.1	Principal Engineer - QC Review	1	Hour	\$ 185.00	\$ 185.00
3.2	Sr. Engineer	3	Hour	\$ 155.00	\$ 465.00
3.3	Engineer	6	Hour	\$ 125.00	\$ 750.00
3.4	Staff Engineer	4	Hour	\$ 105.00	\$ 420.00
3.5	Drafter / CADD	4	Hour	\$ 65.00	\$ 260.00
				<b>TOTAL PROFESSIONAL SERVICES</b>	<b>\$ 2,080.00</b>
				<b>TOTAL AMOUNT</b>	<b>\$ 3,810.00</b>

**ATTACHMENT - E**

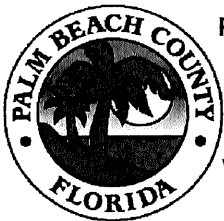
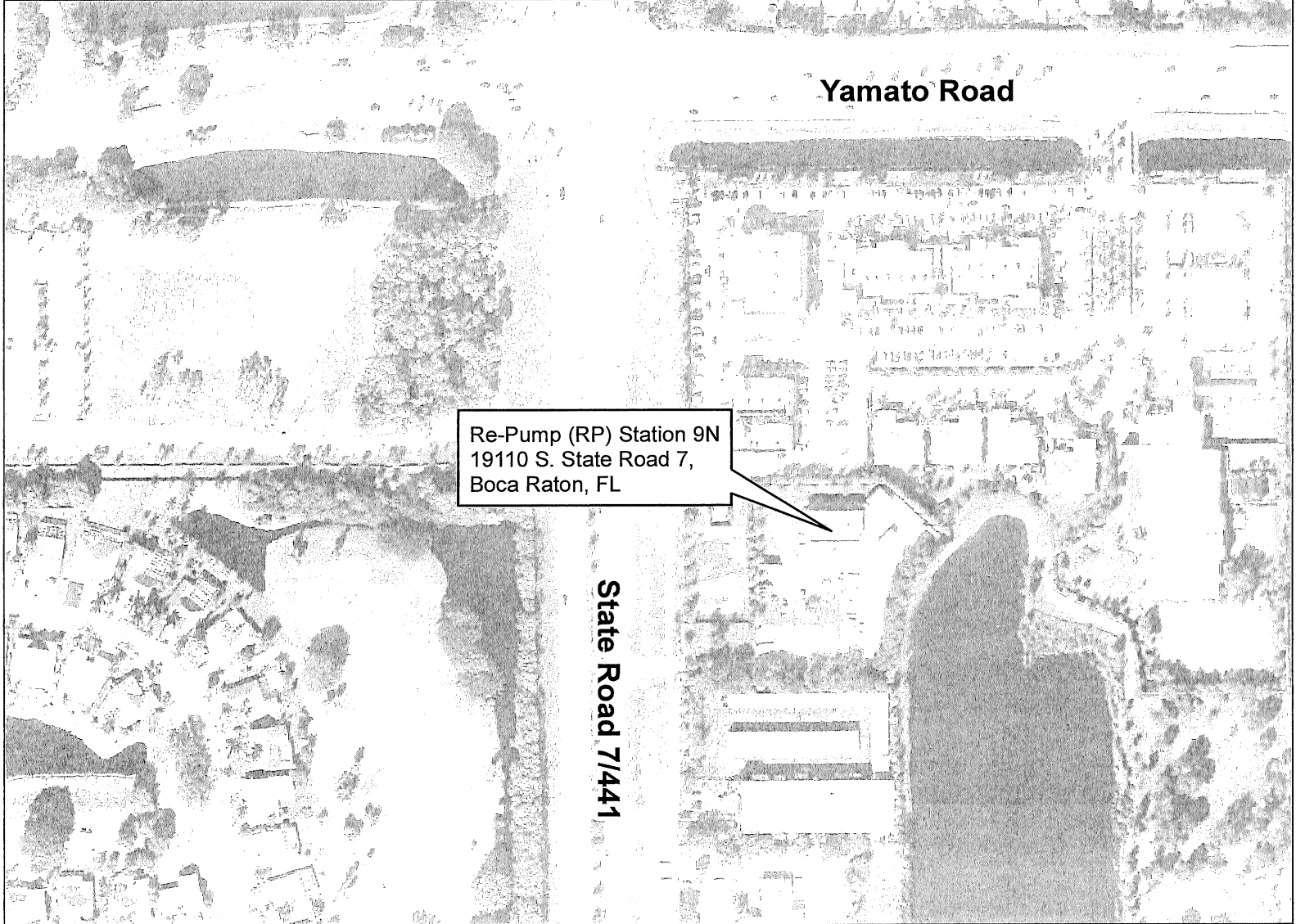
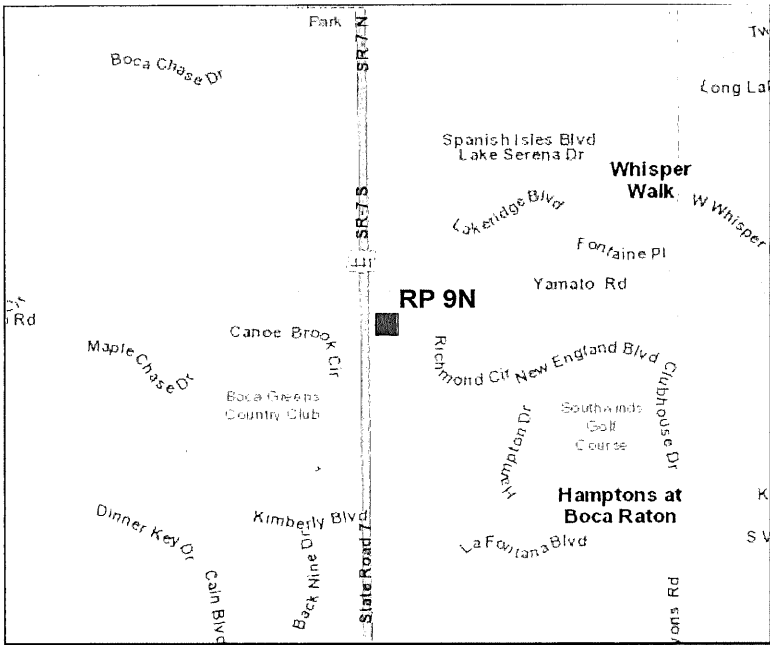
**AUTHORIZATION STATUS REPORT**  
**GENERAL UTILITY, ARCHITECTURAL AND VALUE ENGINEERING SERVICES**

## SUMMARY AND STATUS OF REQUESTS FOR AUTHORIZATIONS

Auth. No.	Description	Status	Project Total Amount	Value of SBE Letters of Intent		Approved By (BCC, CRC, Director)	Date Approved	WUD No. Assigned	MC Project No.
				Total	% Partic.				
1	Glades Region Leak Detection	Approved	\$ 71,813.76	\$ -	0.000000%	CRC	8/2/2017	17-048	170835.3
2	Forcemain Improvements on Lyons Road from Norte Lago to Palmetto Park Rd.	Approved	\$ 89,576.84	\$ 32,320.00	36.080755%	CRC	8/2/2017	17-047	170907
3	Improvements to Lift Stations 393, 1023, 5133 and the Abidjan Estates Lift Station	Approved	\$ 191,739.31	\$ 74,868.72	39.047142%	CRC	3/13/2018	17-064	—
4	Improvements to Master Repump Station 9-North	Pending	\$190,517.49	\$76,760.00	40.290264%	CRC	—	18-036	—
						</			

**ATTACHMENT - F**  
SUMMARY OF  
SBE / MINORITY TRACKING SYSTEM

		Total
<b>Current Proposal</b>		
Value of this Authorization		\$190,517.49
Value of SBE Letters of Intent		\$76,760.00
Actual Percentage		40.29%
<b>Signed Authorizations</b>		
Total Value of Authorizations		\$161,390.60
Total Value of SBE Signed Subcontracts		\$32,320.00
Actual Percentage		20.02%
<b>Signed Authorizations Plus Current Proposal</b>		
Total Value of Authorizations		\$351,908.09
Total Value of Subcontracts & Letters of Intent		\$109,080.00
Actual Percentage		30.99%
<b>Goal</b>		26%



**Palm Beach County  
Water Utilities  
Department**

8100 Forest Hill Blvd.  
West Palm Beach, FL 33416  
(561) 493-6251

**Improvements to Master  
Re-Pump Station 9N**

**WUD Project No. 18-036**

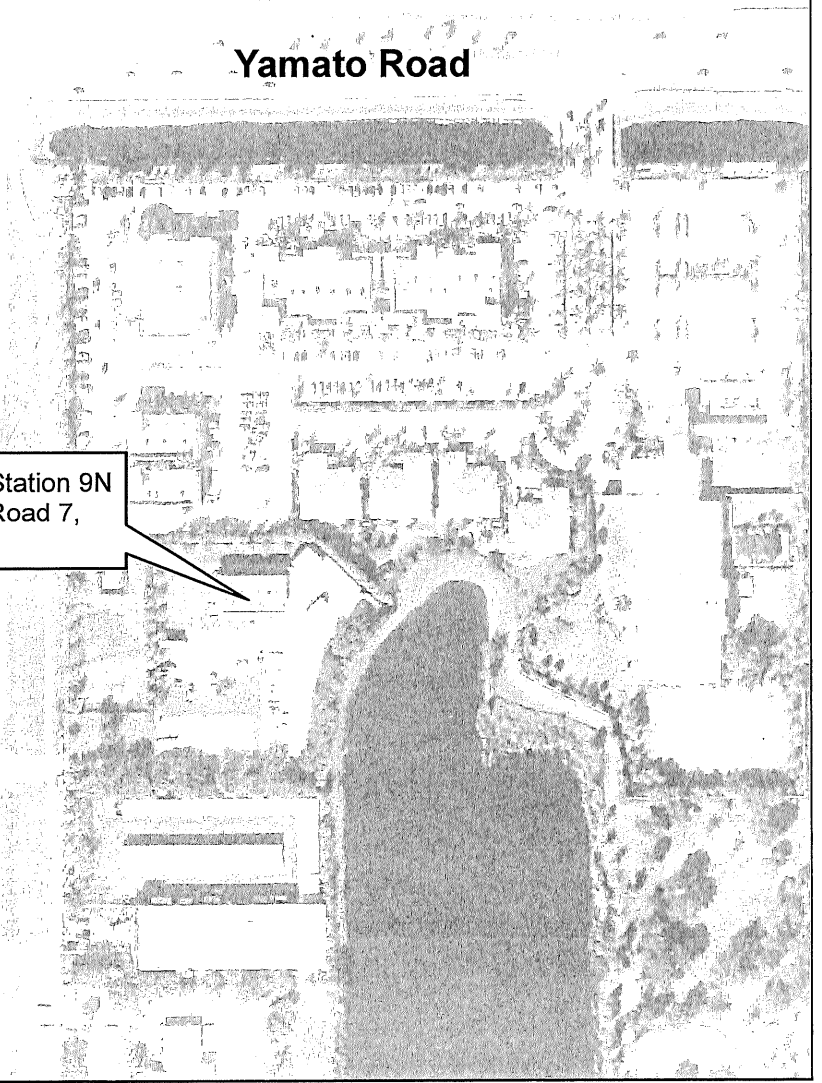
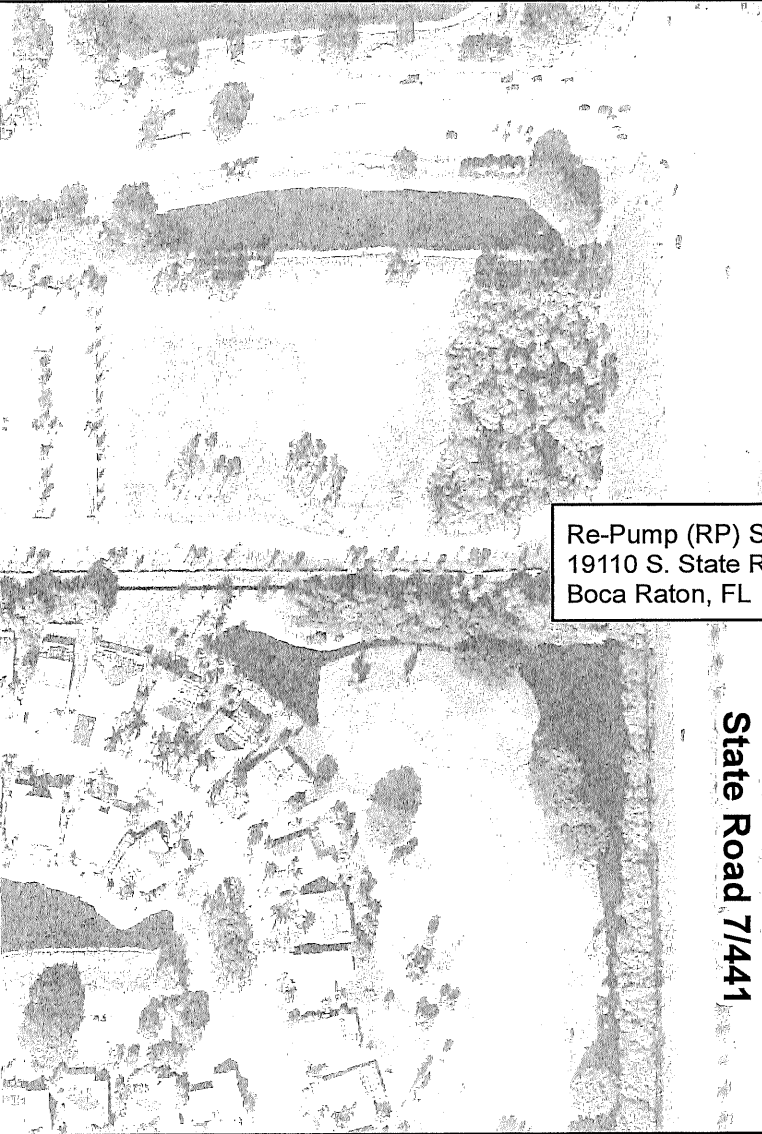
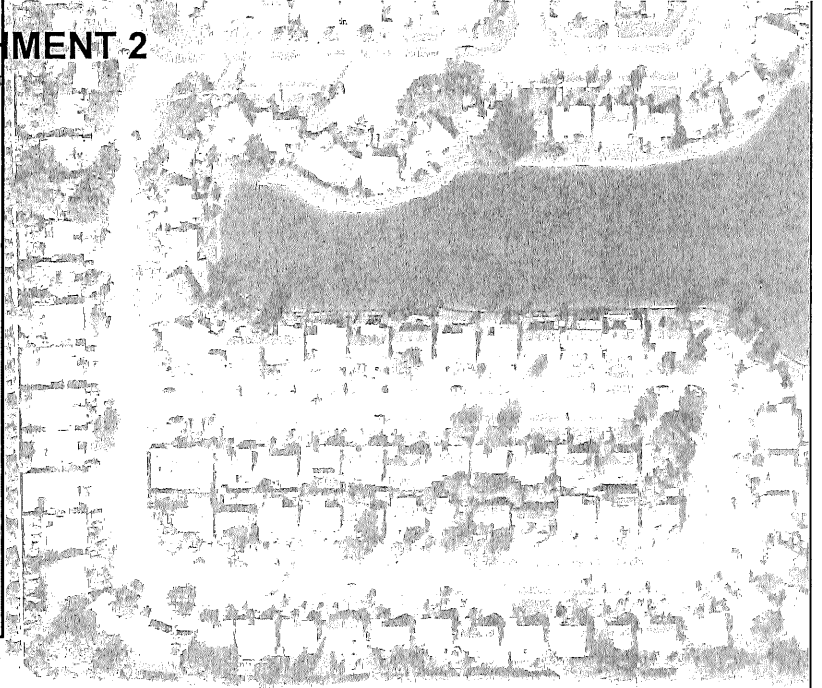
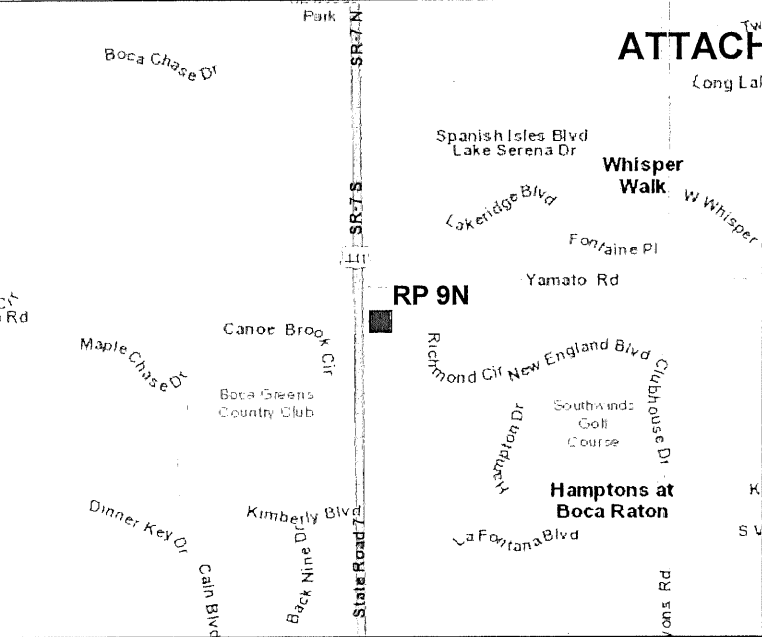
**Location Map  
Attachment G**






1 in = 300 ft

**Legend**

■ Re-pump Station 9N



 <p><b>Palm Beach County Water Utilities Department</b></p> <p>8100 Forest Hill Blvd. West Palm Beach, FL 33416 (561) 493-6251</p>	<p><b>Improvements to Master Re-Pump Station 9N</b></p> <p><b>WUD Project No. 18-036</b></p> <p><b>Location Map Attachment G</b></p>	<p><b>N</b></p>  <p><b>1 in = 300 ft</b></p>	<p><b>Legend</b></p> <p> <b>Re-pump Station 9N</b></p>
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Summary of Certificates

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

Thursday, April 12, 2018

Simple View

Certificate Images

Documents

Insured: Baxter Woodman, Inc.

Insured ID: 17-004-PBC

Status: Compliant

ITS Account Number: PLC2615

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>			
Expiration: 1/1/2019			
	All Owned Autos	Any Auto 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>			
Expiration: 1/1/2019			
<u>Professional Liability</u>			
Expiration: 1/1/2019			
Each Occurrence:	\$3,000,000	\$5,000,000	
Aggregate Limit:	\$3,000,000	\$5,000,000	

Notifications (Show All)

There were no deficiency letters issued.

Do you have an updated Certificate? Click the button below to submit a Certificate.

Certificate Submittal