

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: September 18, 2018

Consent Regular
Public Hearing

Department: Water Utilities Department

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Amendment No. 2 to the Contract with Holtz Consulting Engineers, Inc., for Consulting/Professional Services for the Lift Station Rehabilitation Project A (Project), in an amount not to exceed \$378,550.18.

Summary: On July 12, 2016, the Board of County Commissioners (BCC) approved the Water Utilities Department (WUD) Consulting/Professional Services Contract (Contract) with Holtz Consulting Engineers, Inc., for design and bidding services required to rehabilitate 60 lift stations for a term of five (5) years (R2016-0899). Amendment No. 2 to the Contract updates the scope of work to provide for additional electrical improvements for 20 lift stations and engineering services during construction for 30 lift stations to be rehabilitated under the Project. Engineering services to be provided during construction include coordination meetings, construction inspection, shop drawing review, responding to requests for information (RFIs), review of Operation and Maintenance (O&M) Manuals, assistance with issuance of substantial and final completion documents and record drawings review. Amendment No. 2 also provides for associated "out of pocket expenses." No time extension is included in Amendment No. 2. The Small Business Enterprise (SBE) participation established by the SBE Ordinance is 15% overall. The Contract with Holtz Consulting Engineers, Inc., provides for SBE participation of 99% overall. Amendment No. 2 has 100% of SBE participation. The cumulative SBE participation including Amendment No. 2 is 100%. Holtz Consulting Engineers, Inc., is a Palm Beach County company. The Project is included in the WUD FY18 Budget. (WUD Project No. 15-096) Countywide (MJ)

Background and Justification: Amendment No. 2 updates the contractual scope of work to provide the necessary electrical improvements and engineering services during construction as described in the summary above for this Contract. The total amount to be paid by WUD under this Contract for all services and materials including "out of pocket" expenses will increase the not to exceed amount by \$378,550.18 with no associated time increase.

Attachments:

- 1. Four (4) Original Amendment No. 2
- 2. Location Map
- 3. ITS Summary of Certificates

Recommended By: Jim Stiles Department Director 8-22-18 Date

Approved By: Will J. Blum Assistant County Administrator 9/6/18 Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2018	2019	2020	2021	2022
Capital Expenditures	<u>\$378,551</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>\$378,551</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 <u>4011</u>	Dept <u>721</u>	Unit <u>W031</u>	Object <u>6546</u>	

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

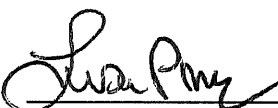
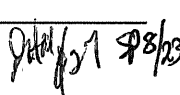
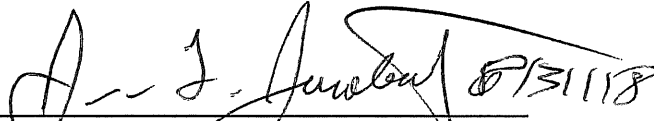
B. Recommended Sources of Funds/Summary of Fiscal Impact:

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

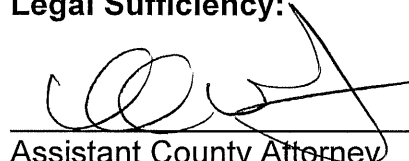
C. Department Fiscal Review: _____

III. REVIEW COMMENTS

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

 OFMB 8/27/18	 8/23/18	 Contract Development and Control 8/31/18
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B. Legal Sufficiency:


 Assistant County Attorney
 9/4/18

C. Other Department Review:

Department Director

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

**AMENDMENT NO. 2 TO
CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES
LIFT STATION REHABILITATION PROJECT A
CD08 PROJECT NO. WUD 15-096**

This Amendment is made as of the day of _____20 _____, by and between Palm Beach County, a Political Subdivision of the State of Florida, by and through its Board of Commissioners, hereinafter referred to as the COUNTY, and Holtz Consulting Engineers, Inc. [] an individual, [] a partnership, [X] a corporation authorized to do business in the State of Florida, hereinafter referred to as the CONSULTANT, whose Federal I.D. is 01-0860983.

In consideration of the mutual promises contained herein, the COUNTY and the CONSULTANT agree that the Contract for Consulting/Professional Services entered into by the parties on July 12, 2016, and referenced by County Resolution Number R2016-0899 (hereinafter "the Contract"), is amended as follows:

1. Additional services shall be provided pursuant to Exhibit A2 which is attached hereto and made a part hereof.
2. The pricing contained in Exhibit B2, which is attached hereto and made a part hereof, shall be utilized for the additional services contained in Exhibit A2.
3. The compensation in R2016-0899 was a not-to-exceed fee of \$1,502,397.84. The not-to-exceed amount was increased by \$257,723.80 from \$1,502,397.84 to \$1,760,121.64 in Amendment 1. The not-to-exceed amount is hereby increased by \$378,550.18 from \$1,760,121.64 to \$2,138,671.82 as contained in Exhibit C2 which only depicts the increased amount for the additional services and which is attached hereto and made a part hereof.
4. The project schedule as depicted in R2016-0899 is increased by 0 weeks. Exhibit D, Project Schedule to the Contract is not modified by this Amendment and is attached here for reference.
5. The SBE schedules 1 and 2 are contained in Exhibit E2 attached hereto and made a part hereof for the additional services contained in this Amendment.

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

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Amendment No. 2 on Behalf of the COUNTY and CONSULTANT has hereunto set its hand the day and year above written.

AMENDMENT NO. 2 TO
CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES
LIFT STATION REHABILITATION PROJECT A
CD08 PROJECT NO. WUD 15-096

ATTEST:
SHARON R. BOCK
CLERK & COMPTROLLER

PALM BEACH COUNTY, BY ITS
BOARD OF COUNTY COMMISSIONERS

By: _____
Deputy Clerk

By: _____
Mayor

WITNESS:

CONSULTANT



Signature



Signature

Stephen Fowler

Name (Type or Print)

Andrea Holtz

Name (Type or Print)

Holtz Consulting Engineers, Inc.

Firm

Corporate Seal)

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY

APPROVED AS TO TERMS
AND CONDITIONS

By: _____
Assistant County Attorney

By: 

Department Director

EXHIBIT A2

Scope of Work

EXHIBIT A2

AMENDMENT NO. 2 TO CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES LIFT STATION REHABILITATION PROJECT A CD08 PROJECT NO. WUD 15-096

The **SCOPE OF WORK** (EXHIBIT A of R2016-0899) is hereby amended as follows:

Task 5.7 – Electrical Design

The original contract was based assumption that forty (40) of the sixty (60) stations selected in Bid Package 1 and Bid Package 2 projects would receive electrical improvements, however all sixty (60) stations selected for rehabilitation are receiving electrical improvements. The CONSULTANT will provide the design of electrical improvements to an additional twenty (20) stations.

Task 10 – Engineering Services During Construction: Bid Package 2

CONSULTANT shall perform limited Engineering Services During Construction to assist the COUNTY with monitoring the construction of thirty (30) lift stations included in the Project, Lift Station Rehabilitation Project A; Bid Package 2.

For **Bid Package 2**, The CONSULTANT'S Scope of Services shall include performance of the following specific tasks. Other tasks associated with the construction contract administration and site inspection shall be conducted by others and can be added to CONSULTANT's scope of services by amendment if mutually agreed.

1. **Coordination Meetings** - CONSULTANT will attend the pre-construction meeting with the COUNTY and CONTRACTOR. Following the meeting CONSULTANT shall provide the COUNTY with meeting minutes summarizing the items discussed. CONSULTANT shall attend up to 8 progress meetings (as requested by the COUNTY) with the CONTRACTOR and COUNTY to discuss project progress and discuss whether the work is being conducted in conformance with the requirements of the Contract Documents and the construction schedule. The CONTRACTOR shall issue all its communications to the CONSULTANT through the COUNTY, and the CONSULTANT will issue all communication to the CONTRACTOR through the COUNTY.
2. **Permitting Assistance** - CONSULTANT will coordinate with the COUNTY and various permitting agencies (if requested by the COUNTY) to assist the COUNTY with tasks related to permits and close-out of permits.
3. **Shop Drawing Review** - Under this task, the CONSULTANT will review and provide comments on the civil, electrical, and mechanical equipment and material shop drawings submitted by the CONTRACTOR to the COUNTY. The shop drawings will be provided to the CONSULTANT by the COUNTY. The reviewed shop drawings will be returned to the COUNTY for the COUNTY to distribute to the CONTRACTOR. The CONSULTANT will prepare the shop drawing log and provide an updated copy of the shop drawing log to the COUNTY each time shop drawings are received from or returned to the COUNTY. It is assumed that 320 shop drawings will be included in this project (ten shop drawings per individual lift station plus twenty additional shop

drawings). The COUNTY shall be responsible for ensuring that all required shop drawings are provided by the CONTRACTOR for review and approval as required. The COUNTY shall be responsible for review and approval of all other submittals outlined in the Contract Documents.

- 4 **Electronic Equipment Data Sheets:** CONSULTANT shall review (if requested) electronic equipment data sheets submitted to the COUNTY by the CONTRACTOR to determine if the electronic equipment data sheets submitted are in conformance with the Contract Documents.
- 5 **Requests for Information (RFIs)** - CONSULTANT shall respond in writing to CONTRACTOR's Request for Information (RFI) regarding the civil and mechanical design documents for the Project. CONSULTANT after consultation with COUNTY, shall issue interpretations and clarifications of the Contract Documents, along with associated support materials, as requested by the COUNTY. These interpretations will be rendered and a response prepared and submitted to the COUNTY for issuance to the CONTRACTOR. It is assumed 90 RFIs will be included in this project. The COUNTY will be responsible for preparing and maintaining the RFI log. The CONTRACTOR shall issue all its communications to the CONSULTANT through the COUNTY, and the CONSULTANT will issue all communication to the CONTRACTOR through the COUNTY.
- 6 **Substantial Completion/Punch-lists** - The CONSULTANT will, together with the CONTRACTOR and COUNTY, determine when substantial completion occurs, defined as the ability of the COUNTY to achieve beneficial use of the Project. CONSULTANT will conduct a substantial completion site visit and will prepare and distribute the Certificate of Substantial Completion to the COUNTY for execution by COUNTY and CONTRACTOR along with associated punch-lists of remaining work for each lift station.
- 7 **Final Completion Walk-Through/Follow-up** - The CONSULTANT will perform one "final completion walk-through" with the CONTRACTOR and COUNTY for facilities completed to determine final completion and resolution of all punch-list items.
- 8 **Contract Administration** – Under this task, the CONSULTANT shall administer the Contract between the CONSULTANT and the COUNTY, and the CONSULTANT shall monitor progress of the project, manage resources to achieve the schedule, budget, and work quality goals of the project. Communications with the COUNTY regarding invoices and the required documentation will be conducted under this task and invoices shall be prepared monthly.

Out-of-pocket expenses are billed at cost. Out-of-pocket expenses include travel, mileage, printing and copying. The total amount for out-of-pocket expenses will be increased by \$6,000.00 by this Amendment.

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

- 9 **Requests for Information (RFIs)** - CONSULTANT shall respond in writing to Contractor's Request for Information (RFI) regarding the electrical design documents for the Project. CONSULTANT after consultation with COUNTY, shall issue interpretations and clarifications of the Contract Documents, along with associated support materials, as requested by the COUNTY. These interpretations will be rendered and a response prepared and submitted to the COUNTY for issuance to the CONTRACTOR. It is assumed 60 RFIs will be included in this project. The COUNTY will be responsible for preparing and maintaining the RFI log. The CONTRACTOR shall issue all its communications to the CONSULTANT through the COUNTY,

and the CONSULTANT will issue all communication to the CONTRACTOR through the COUNTY.

- 10 **Field Inspections** - Under this task, the CONSULTANT will provide electrical inspections at various stages of construction to ensure that the work generally conforms to the project plans and specifications for Bid Package 2. It is assumed that four (4) inspections will be made at each lift station (one inspection before the concrete slab is poured, one inspection at the lift station startup, one inspection at substantial completion, and one at final completion).
- 11 **Operation and Maintenance (O&M) Manuals** - The CONTRACTOR is required to submit an O&M Manual as required by the Contract Documents. CONSULTANT shall review electrical aspects of the O&M manuals submitted by the CONTRACTOR prior to substantial completion and final completion to ensure conformance with Contract Documents.
- 12 **Substantial Completion/Punch-lists** - The CONSULTANT will, together with the Contractor and COUNTY, determine when substantial completion occurs, defined as the ability of the COUNTY to achieve beneficial use of the Project. CONSULTANT will conduct a substantial completion site visit and will prepare and distribute the Certificate of Substantial Completion to the COUNTY for execution by COUNTY and Contractor along with associated punch-lists.
- 13 **Final Completion Walk-Through/Follow-up** - The CONSULTANT will perform one "final completion walk-through" with the CONTRACTOR and COUNTY for facilities completed to determine final completion and resolution of all punch-list items.
- 14 **Record Drawings** - Upon Substantial Completion and prior to final acceptance, the CONTRACTOR shall finalize and deliver a complete set of as-builts to the COUNTY for transmittal to the CONSULTANT. The CONSULTANT will review the CONTRACTOR'S as-built drawings to confirm the drawings for conformance with the Contract Documents and provide comments as necessary. The CONSULTANT'S record drawing comments will be provided to the COUNTY to transmit to the CONTRACTOR.

EXHIBIT B2

Fee Schedule Fiscal Year 2018

EXHIBIT B2

Holtz Consulting Engineers, Inc.
 270 South Central Boulevard, Suite 207
 Jupiter, FL 33458
 Phone: (561) 575-2005
 Fax: (561) 575-2009
 Contact: Andrea Holtz, PE

Fee Schedule Fiscal Year 2018		
	Base Rate (\$)	*Rate w/ Multiplier (\$)
Principal/Associate	62.50-74.53	181.88-216.88
Andrea Holtz, PE		
David Holtz, PE		
David Xavier, PE		
Christine Miranda, PE		
Senior Engineer/Manager	58.00	168.78
Curtis Robinson, PE		
Stephen Fowler, PE		
Project Engineer/Manager (PE)	48.15	140.12
Vacant		
Project Engineer (EI)	30.17-31.49	87.79-91.64
Matthew Paymer, EI		
Kaitlin Wood, EI		
Harrison Barron, EI		
Engineer Intern	15.00	43.65
Vacant		
Construction Support	35.50-46.16	103.31-134.33
Linwood Lee		
Vacant		
CADD Drafting Technician	30.45-37.02	88.61-107.73
Phil Coffman		
Ryan Frankenberg		
Russell Ryan		
Administrative Assistant	24.25	70.57
April Xaros		

Note:

*Multiplier Calculation

Salary: 1
 Overhead and Fringe: 1.65
 Subtotal: 2.65

10% Profit 0.26

Total Multiplier 2.91

Out-Of Pocket Expenses = \$6000 for this contract

Out-Of-Pocket Expenses are billed at cost. Out-of-Pocket Expenses include:
 Travel, Tolls, Parking Fees, Mileage, Printing and Copying

EXHIBIT C2

Budget Summary

EXHIBIT C2

BUDGET SUMMARY

Task No.	Sub Task	Task Description	Labor Classifications and Hourly Rates					HCE Totals		Total Sub-Consultant Services (C&W)
			Principal/ Associate \$74.53	Senior Engineer/ Manager (PE) \$58.00	Project Engineer (EI) \$31.49	CAD Drafting Technician \$33.74	Administrative Assistant \$24.25	Total Hours	Total Labor	
5		Design								
	5.7	Bid Package 2: Electrical Design	2	36	66	78		182	\$6,947.12	\$ 93,500.00
10		Bid Package 2: Services During Construction (2 year construction contract)								
	10.1	Coordination Meetings (Preconstruction meeting and 8 progress meetings)	19	28	19			66	\$3,638.38	
	10.2	Permitting Assistance		30	30			60	\$2,684.70	
	10.3	Shop Drawing Review		80	160		40	280	\$10,648.40	\$22,364.00
	10.4	Electronic Equipment Data Sheet Review	5	5	90			100	\$3,496.75	
	10.5	Civil / Mechanical Component RFIs (2 per station)		90				90	\$5,220.00	
	10.6	Substantial Completion Walkthrough and Punchlist		60				60	\$3,480.00	
	10.7	Final Completion Walkthrough Inspection		15	60			75	\$2,759.40	
	10.8	Contract Administration	24	36			24	84	\$4,458.72	
	10.9	Electrical Component RFIs (2 per station)		15				15	\$870.00	\$11,940.00
	10.10	Electrical Inspections During Construction (2 site visits per station)	15				15	30	\$1,481.70	\$35,050.00
	10.11	Electrical Operation and Maintenance (O&M) Manuals		30				30	\$1,740.00	\$23,100.00
	10.12	Electrical Substantial Completion Inspection & Punchlist					15	15	\$363.75	\$11,250.00
	10.13	Electrical Final Completion Inspection					15	15	\$363.75	\$14,550.00
	10.14	Electrical Record Drawing Review		30			15	45	\$2,103.75	\$14,550.00
								Total	\$50,256.42	\$226,304.00

LABOR TOTAL HOURS	65	455	425	78	124	1147	/
LABOR RAW COSTS	\$4,844.45	\$26,390.00	\$13,383.25	\$2,631.72	\$3,007.00	/	\$50,256.42
LABOR MULTIPLIER	2.91	2.91	2.91	2.91	2.91	/	/
LOADED LABOR COST	\$14,097.35	\$76,794.90	\$38,945.26	\$7,658.31	\$8,750.37	/	\$146,246.18
TOTAL LABOR COST	\$146,246.18						
SUB-CONSULTANT COSTS TOTAL (C&W)	\$226,304.00						
SUB-CONSULTANT MULTIPLIER	1						
SUB-CONSULTANT TOTAL	\$226,304.00						
OUT OF POCKET EXPENSES	\$6,000.00						
PROJECT TOTAL	\$378,550.18						

EXHIBIT D

Project Schedule

EXHIBIT E2
SBE Schedules

**SCHEDULE 1
LIST OF PROPOSED SBE-M/WBE PARTICIPATION**

PROJECT NAME OR BID NAME: Lift Station Rehabilitation Project A
 NAME OF PRIME BIDDER: Holtz Consulting Engineers, Inc.
 CONTACT PERSON: Stephen Fowler
 BID OPENING DATE: _____

PROJECT NO. OR BID NO.: 15-096
 ADDRESS: 270 South Central Blvd, Suite 207, Jupiter, FL 33458
 PHONE NO.: 561-575-2005 FAX NO.: 561-575-2009
 USER DEPARTMENT: _____

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.

Name, Address and Phone Number	(Check one or both Categories)		DOLLAR AMOUNT AND/OR PERCENTAGE OF WORK				
	M/WBE Minority Business	SBE Small Business	Black	Hispanic	Women	Caucasian	Other (Please Specify)
1. Holtz Consulting Engineers, Inc. 270 South Central Blvd. Suite 207, Jupiter, FL 33458 (561) 575-2005	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____	\$152,246.18 40.21%	_____	_____	_____
2. C&W Engineering 2775 Vista Parkway, G-6 West Palm Beach, FL 33411 (561) 642-5333	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	_____	\$226,304.00 59.78%	_____
3.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
4.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
5.	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
(Please use additional sheets if necessary)							
	Total		_____	40.21%	_____	59.78%	_____

Total Bid Price \$ _____ Total SBE-M/WBE Participation Dollar Amount and/or Percentage of Work _____

I hereby certify that the above information accurate to the best of my knowledge: _____
 Signature _____ Title President

- 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: 15-096 PROJECT NAME: Lift Station Rehabilitation Project A

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

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

Small Business Enterprise Minority Business Enterprise _____
Black _____ Hispanic _____ Women _____ Caucasian Other (Please Specify) _____

Date of Palm Beach County Certification: 3/26/2016

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

Line Item/ Lot No.	Item Description	Qty/Units	Unit Price	Total Price/ Percentage
	Electrical Engineering Services During Construction			59.78%
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

at the following price or percentage 59.78%
(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 NA NA
(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.

C&W Engineering
Print name of
SBE-M/WBE Company
By: [Signature]
(Signature)
Dale G. Walker, P.E.

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

6/7/2018

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: 15-096 PROJECT NAME: Lift Station Rehabilitation Project A

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

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

Small Business Enterprise Minority Business Enterprise
Black Hispanic Women Caucasian Other (Please Specify) _____

Date of Palm Beach County Certification: 10/3/2016

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

Line Item/ Lot No.	Item Description	Qty/Units	Unit Price	Total Price/ Percentage
	Engineering Services During Construction			40.21%
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

at the following price or percentage 40.21%
(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 NA NA
(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.

Holtz Consulting Engineers, Inc.
Print name of
SBE-M/WBE Company

By: [Signature]
(Signature)

Andrew Holtz / President
Print name/title of person executing on behalf
of SBE-M/WBE

Revised 7/2/2013

Date: 6/7/18

C & W engineering

Electrical Consultants

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

May 6, 2016

Stephen Fowler, P.E.
Holtz Consulting Engineers, Inc.
270 South Central Blvd.
Suite 207
Jupiter, FL 33458

Subject: Palm Beach County WUD, Lift Stations, Electrical Engineering Proposal, R1
C&W Ref. 58045

Dear Stephen:

I am pleased to submit this revised proposal for your consideration to provide Electrical Engineering Design Services. The work includes electrical engineering design services for 20 additional lift stations.

1. Provide Electrical Engineering Design for Lift Stations.
2. Provide the installation design including, a new main service, the Lift Station Control Panel, Main, RTU and the like.
3. Use the Palm Beach County standard details.
4. Provide site visits with FPL to verify power service matters.
5. Coordination with Holtz Consulting Engineers, Owner and Vendors.
6. Provide documents suitable for Bidding, Permitting and Construction.
7. Prepare and submit the Opinion of Cost spreadsheet.
8. Sign and Seal the DEP submittal.

DESIGN SERVICES

Coordination

Holtz Consulting Engineers, Inc.
Owner
Vendors

Field Investigations

Engineering

Verifying Power Source
Observe Existing Conditions

Drawings

Electrical Site Plan
Wet Well Electrical Equipment Plan
One Line Power Diagram
Instrumentation Diagrams
Details as may be required

Typical Specifications

Provide documents for Review and Approval.

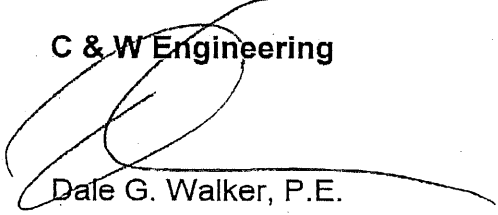
Bid Assistance, Response to Questions

DESIGN FEE: \$93,500.00

I trust the above scope is in agreement with your needs and expectations. If you have questions or comments regarding the above, please call.

Very truly yours,

C & W Engineering



Dale G. Walker, P.E.

DGW/nl

TASKS	C&W hour estimate						Total	Subtask Total Per Lift Station	Subtask Total for 30 Lift Stations
	DGW	Rate	JLR	Rate	NL	Rate			
shop drawing review and approval									
Service equipment, Main Breaker	1.0	\$175	0.5	\$110		\$45	\$230.00	\$945	\$22,364 (Includes \$5,986 discount for LS 8104 and LS 8113 not requiring a new control panel)
W/P enclosed generator		\$175		\$110		\$45	\$0.00		
grounding materials		\$175	0.5	\$110		\$45	\$55.00		
Surge protection materials		\$175	0.5	\$110		\$45	\$55.00		
Remote Telemetry Unit		\$175	2.5	\$110		\$45	\$275.00		
pump motor data		\$175	0.5	\$110		\$45	\$55.00		
Pump Station control panel		\$175	2.0	\$110		\$45	\$220.00		
Field instrumentation		\$175	0.5	\$110		\$45	\$55.00		
response to RFLs and general coordination									
Holtz Consulting Engineering	0.5	\$175	0.5	\$110	2.011	\$45	\$233.00	\$398.00	\$11,940.00
Owner		\$175	0.5	\$110		\$45	\$55.00		
Contractor		\$175	0.5	\$110		\$45	\$55.00		
Others		\$175	0.5	\$110		\$45	\$55.00		
<i>Preslab inspection</i>		\$175	3.0	\$110	1.0	\$45	\$375.00	\$1,035	\$35,050 (Includes \$4,000 additional for the stations with an ATS/generator)
<i>Pump startup inspection</i>	1.0	\$175	4.0	\$110	1.0	\$45	\$660.00		
<i>operation and maintenance manuals</i>									
Service equipment, Main Breaker		\$175	0.5	\$110		\$45	\$55.00	\$770	\$23,100
W/P enclosed generator		\$175		\$110		\$45	\$0.00		
grounding materials		\$175	0.5	\$110		\$45	\$55.00		
Surge protection materials		\$175	0.5	\$110		\$45	\$55.00		
Remote Telemetry Unit		\$175	2.5	\$110		\$45	\$275.00		
pump motor data		\$175	0.5	\$110		\$45	\$55.00		
Pump Station control panel		\$175	2.0	\$110		\$45	\$220.00		
Field instrumentation		\$175	0.5	\$110		\$45	\$55.00		
<i>Substantial completion walkthrough</i>		\$175	3.0	\$110	1.0	\$45	\$375.00	\$375	\$11,250
<i>Final completion walkthrough</i>		\$175	4.0	\$110	1.0	\$45	\$485.00	\$485	\$14,550
<i>Record drawings</i>		\$175	4.0	\$110	1.0	\$45	\$485.00	\$485	\$14,550
expense									

notes

engineering fee estimate per lift station \$4,493.00

- 1 revised per Owner comments
- 2 revised per Stephen's comments
- 3 Revision 4 per Owner comments

extra work for the ATS at generator locations \$1,000

extra work for the Main disc., solar panel, RTU ant., site light \$1,500

Palm Beach County WUD Lift Stations, Project A, Bid Package 2

PBCWUD project # 15-096, C&W project # 58064.cs

ZONE 2								
Item	L.S. No.	L.S. Address	Quantity	Unit	Des Fee	Gen Adder	Total Fee	NOTES
1	205	6127 Seven Springs Blvd., Greenacres 33463	1	LS	\$4,493		\$4,493	
2	212	234 foxtail dr., greenacres 33463	1	LS	\$4,493		\$4,493	
3	252	6288 Summer sky Lane, Lake Worth, 33463	1	LS	\$4,493		\$4,493	
4	254	1528 15th Lane, Greenacres 33463	1	LS	\$4,493		\$4,493	
5	269	7370 Lake Worth Rd, Lake Worth 33467	1	LS	\$4,493		\$4,493	
6	271	4200 s 57th Ave, Greenacres 33463	1	LS	\$4,493		\$4,493	
7	272	7094 Golf Colony, Lake Worth 33467	1	LS	\$4,493		\$4,493	
8	287	7580 woodland creek ln., lake worth 3367	1	LS	\$4,493		\$4,493	
9	290	5230 edgewood drive, Lantana 33463	1	LS	\$4,493	\$1,000	\$5,493	
10	298	4445 Pineforest Dr., Lake Worth 33463	1	LS	\$4,493		\$4,493	

ZONE 3								
Item	L.S. No.	L.S. Address	Quantity	Unit	Des Fee	Gen Adder	Total Fee	NOTES
1	304	13678 Via Flora, Delray Beach 33484	1	LS	\$4,493	\$1,000	\$5,493	
2	306	14138 Campenelli Drive, Delray Beach 33484	1	LS	\$4,493		\$4,493	
3	323	Flanders Way & Flanders Terr, Delray Beach 33484	1	LS	\$4,493		\$4,493	
4	329	13407 Hagen Ranch Rd., Delray Beach 33446	1	LS	\$4,493		\$4,493	
5	520	8720 Windy Circle, Boynton Beach 33467	1	LS	\$4,493		\$4,493	
6	533	7775 Seacrest Dr., Boynton Beach 33437	1	LS	\$4,493		\$4,493	
7	553	9797 Orchard Grove Trl., Boynton Beach 33437	1	LS	\$4,493		\$4,493	
8	567	6161 Floral Lakes Dr., Delray Beach 33484	1	LS	\$4,493		\$4,493	
9	603	4661 Pheasant Way, Boca Raton 33487	1	LS	\$4,493	\$1,000	\$5,493	
10	902	Boca Delray Blvd., Delray Beach 44484	1	LS	\$4,493		\$4,493	
11	903	16792 Willow Creek Dr., Delray Beach 33485	1	LS	\$4,493		\$4,493	
12	906	16423 Strawberry Way, Delray Beach 33484	1	LS	\$4,493	\$1,000	\$5,493	
13	911	5255 Champion Blvd, Boca Raton 33496	1	LS	\$4,493		\$4,493	
14	992	5658 W Atlantic Ave., Delray Beach 33484	1	LS	\$4,493		\$4,493	

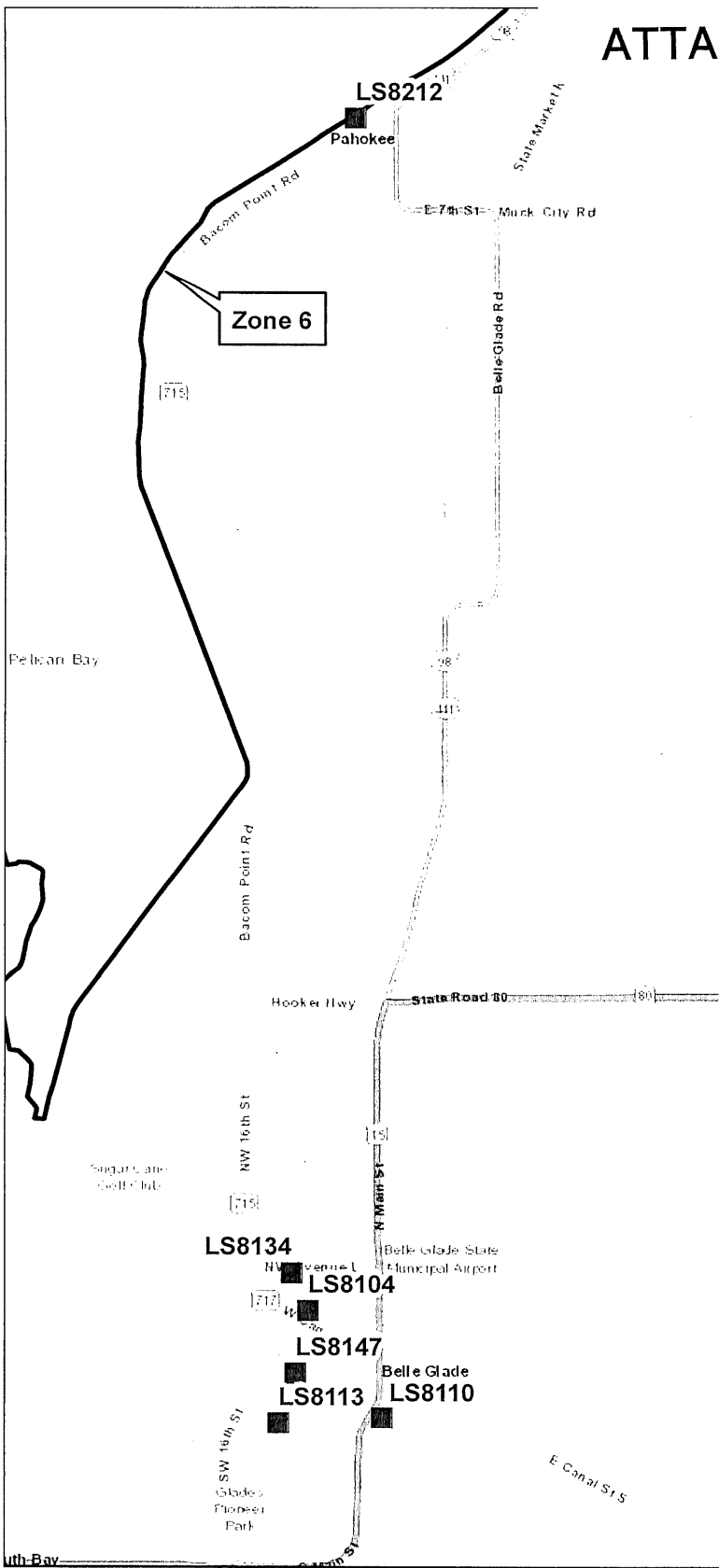
C&W project # 58064								
ZONE 6								
Item	L.S. No.	L.S. Address	Quantity	Unit	Des Fee	Gen Adder	Total Fee	NOTES
1	8104	659 NW 9TH STREET, Belle Glade 33430	1	LS	\$1,500		\$1,500	1
2	8110	108 SE Ave F, Belle Galde 33430	1	LS	\$4,493		\$4,493	
3	8113	600 SW 10th Street, Belle Glade 33430	1	LS	\$1,500		\$1,500	1
4	8134	NW 12th Street, Belle Galde 33430	1	LS	\$4,493		\$4,493	
5	8147	209 SW 10th Street, Belle Glade 33430	1	LS	\$4,493		\$4,493	
6	8212	Pahokee City Park, Pahokee 33476	1	LS	\$4,493		\$4,493	

TOTAL \$132,804

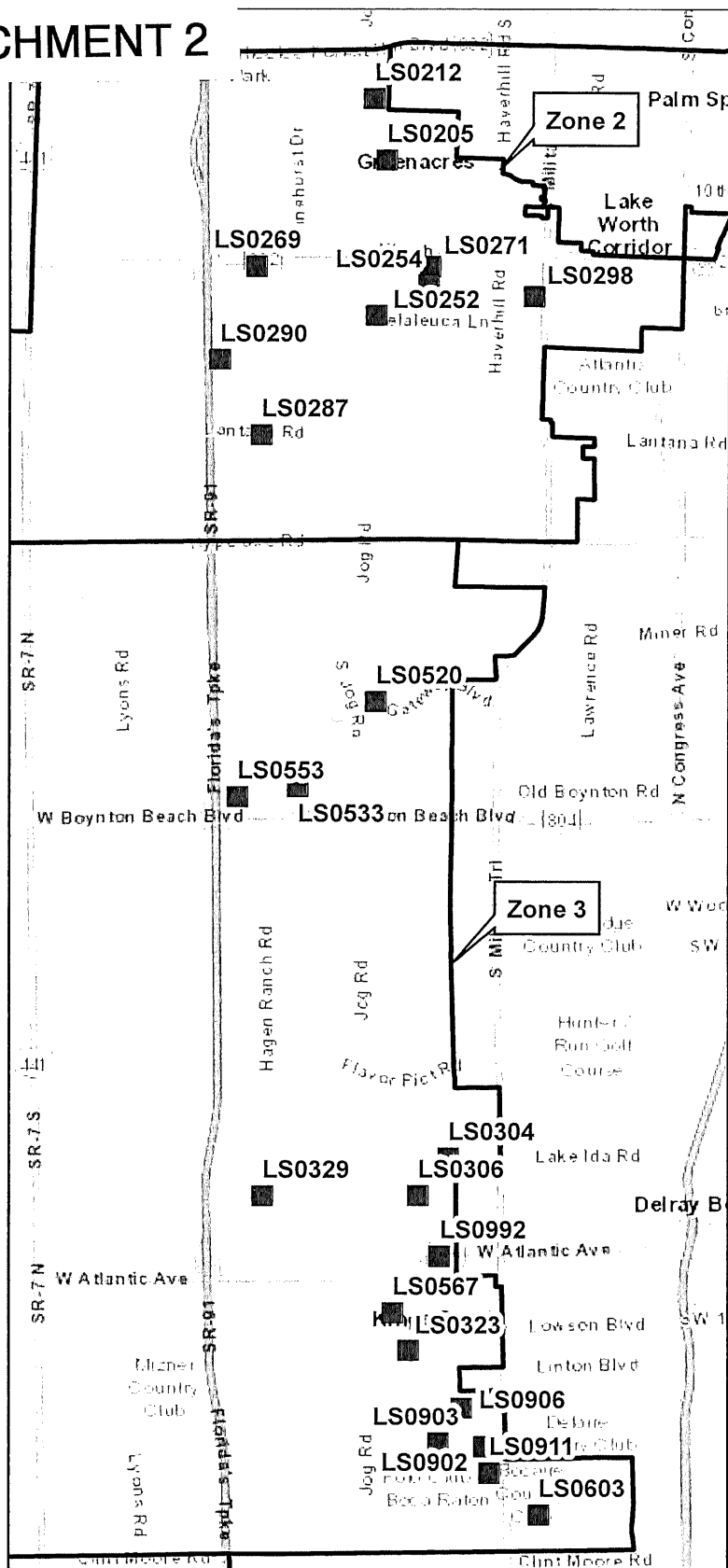
notes

1 included only, new main disconnect, RTU antenna and solar panel/site light

ATTACHMENT 2



Zone 6 Lift Stations



Zone 2 and 3 Lift Stations



**Palm Beach County
Water Utilities
Department**

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

**Lift Station Rehabilitation
Project A
Bid Package 2
WUD Project No. 15-096
Location Map**



1 in = 7,000 ft

Legend

- Lift Stations
- Zones

ATTACHMENT 3

Summary of Certificates

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

Thursday, June 07, 2018

Insured: Holtz Consulting Engineers, Inc. Insured ID: 15-096-PBC

Status: Compliant

ITS Account Number: PLC2142

Project(s): Palm Beach County - Water Utilities

Insurance Policy	Required	Provided	Override
<u>General Liability</u>			
Expiration: 5/15/2019			
General Aggregate:	\$500,000	\$4,000,000	
Products - Completed Operations Aggregate:	\$0	\$0	
Personal And Advertising Injury:	\$0	\$0	
Each Occurrence:	\$500,000	\$2,000,000	
Fire Damage:	\$0	\$0	
Medical Expense:	\$0	\$0	
<u>Automobile Liability</u>	All Owned Autos	not provided	X
Expiration: 5/15/2019	Hired Autos	Hired Autos	
	Non-Owned Autos	Non-Owned Autos	
Combined Single Limit:	\$500,000	\$1,000,000	
<u>Workers Compensation/Employers Liability</u>	WC Stat. Limits	WC Stat. Limits	
Expiration: 5/15/2019			
<u>Professional Liability</u>			
Expiration: 5/15/2019			
Each Occurrence:	\$3,000,000	\$3,000,000	
Aggregate Limit:	\$3,000,000	\$3,000,000	

Notifications ([Show All](#))

The following letters were issued:

Apr 26 2018 - Renewal Letter

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