

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: August 20, 2019 Consent [X] Regular []
Public Hearing []
Department: Water Utilities Department

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Consultant Services Authorization (CSA) No. 14 to the Utility Distribution & Collection System Engineering Services Contract (Contract) with Mock, Roos & Associates, Inc., (Consultant) for the Palm Beach National Golf and Country Club Water Main Replacement (Project) for a fixed price of \$103,873.80.

Summary: On June 20, 2017, the Board of County Commissioners approved the Palm Beach County Water Utilities Department (WUD) Contract (R2017-0818) with Consultant. CSA No. 14 provides for professional engineering services relating to design and permitting of the Project. These services include construction plans, technical specifications, permitting, and bid support services for the replacement of approximately 21,680 linear feet of 4-inch and 6-inch asbestos cement watermains, including the affected water services within Palm Beach National Golf and Country Club. This Contract was procured under the requirements of the 2002 Small Business Enterprise (SBE) Ordinance (R2002-0064) prior to the adoption of the new Equal Business Opportunity Ordinance on October 16, 2018. The SBE participation goal established under the 2002 Ordinance was 15% overall participation. The Contract provides for 97% SBE participation. CSA No. 14 includes 100% SBE participation. The cumulative SBE participation is 75.95%. Consultant is a Palm Beach County Company. The Project is included in the WUD FY19 Budget. (WUD Project No.19-048) District 2 (MJ)

Background and Justification: The existing water mains to be replaced under the Project are substandard asbestos cement pipe, undersized and lack fire protection. The Project is needed to restore the service life, efficiency, and effectiveness of the water distribution system within Palm Beach National Golf and Country Club, while reducing the operations and maintenance workload and associated cost.

Attachments:

- 1. Four (4) Originals of Consultant Services Authorization No. 14
- 2. Location Map
- 3. Certificate of Liability Insurance

Recommended By: Jim Stiles Department Director 7-31-19 Date

Approved By: Will J. Blum Assistant County Administrator 8/2/19 Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2019	2020	2021	2022	2023
Capital Expenditures	<u>\$103,874</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>\$103,874</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 6543


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:

 7/25/19

 OFMB 4/15

 7/31/19

 Contract Development and Control
 7/31/19 TW

B. Legal Sufficiency:

 8/1/19

 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. 14

Palm Beach County Water Utilities Department
Contract for Consulting / Professional Services
Utility Distribution & Collection System
Engineering Services

Resolution #R2017-0818 Contract Dated June 20, 2017

Project Title: Palm Beach National Golf and Country Club Water Main Replacement

WUD Project No.: 19-048

Consultant: Mock, Roos & Associates, Inc.

Address: 5720 Corporate Way, West Palm Beach, FL 33407

Budget Line Item No. 4011-721-W031-6543

District No.: 2

This Consultant Services Authorization provides for: Engineering design services for the
replacement of approximately 21,680 linear feet of existing 4-inch and 6-inch asbestos cement
water mains within Palm Beach National Golf and Country Club development.

(See ATTACHMENT A for detailed scope of services)

The Contract provides for 97% SBE participation. This Consultant Services Authorization includes 100% overall participation. The cumulative SBE participation, including this authorization is 75.95%.

1. Services completed by the Consultant to date :

See ATTACHMENT B.

2. Consultant shall begin work upon receipt of Notice to Proceed correspondence.

3. 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 \$ 0.00

B. Fixed price of \$103,873.80

C. Total \$103,873.80

4. 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.

CONSULTANT SERVICES AUTHORIZATION NO. 14

**Palm Beach County Water Utilities Department
Contract for Consulting / Professional Services
Utility Distribution & Collection System
Engineering Services**

Resolution #R2017-0818 Contract Dated June 20, 2017

Project Title: Palm Beach National Golf and Country Club Water Main Replacement

Project No. WUD: 19-048

5. SBE participation is included in **ATTACHMENT C** under this Authorization. The attached Schedule 1 defines the SBE applied to this Authorization and Schedule 2 establishes the SBE contribution from each Sub-Consultant (Letter of Intent to perform as an SBE).
6. This Authorization does not amend, change, or modify the Contract dated **June 20, 2017** which remains in full force and effect.
7. All Attachments to this Authorization are incorporated herein and made a part of this Consultant Services Authorization.

CONSULTANT SERVICES AUTHORIZATION NO. 14
Palm Beach County Water Utilities Department
Contract for Consulting / Professional Services
Utility Distribution & Collection System
Engineering Services

Resolution #R2017-0818 Contract Dated June 20, 2017

Project Title: Palm Beach National Golf and Country Club Water Main Replacement

Project No. WUD: 19-048

IN WITNESS WHEREOF
obligations of the aforeme

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: _____
P.E. Mack Bernard, Mayor *JES*

Typed Name: _____
Deputy Clerk

_____ Date

Approved as to Form and Legal
Sufficiency

CONSULTANT: Mock, Roos & Associates, Inc.

Signed: _____

[Signature]

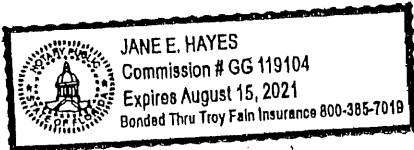
(Signature)

Typed Name: _____
County Attorney

Thomas A. Biggs, P.E., Executive Vice President
(Name and Title)
May 22, 2019
Date

STATE OF FLORIDA
COUNTY OF Palm Beach

The foregoing instrument was acknowledged before me this 22nd day of May, 2019,
by Thomas A. Biggs, P.E., as Executive Vice President for Mock, Roos & Associates, Inc.



[Signature]

(Signature of Notary Public, State of Florida)
Jane E. Hayes
(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known OR Produced Identification Type of Identification Produced _____

LIST OF ATTACHMENTS

CONSULTANT SERVICES AUTHORIZATION NO. 14

**Palm Beach County Water Utilities Department
Contract for Consulting / Professional Services
Utility Distribution & Collection System
Engineering Services**

Resolution #R2017-0818 Contract Dated June 20, 2017

ATTACHMENT - A	Scope of Services
ATTACHMENT - B	Summary and Status of Authorizations
ATTACHMENT - C	SBE Schedule 1 and 2
ATTACHMENT - D	Project Schedule
ATTACHMENT - E	Budget Summary
ATTACHMENT - F	Summary of SBE/Minority Business Tracking
ATTACHMENT - G	Location Map

Revised 1-04-19

ATTACHMENT A

SCOPE OF SERVICES

Project No. WUD 19-048

Project Title Palm Beach National Golf and Country Club Watermain Replacement

INTRODUCTION

The Palm Beach National Golf and Country Club potable water distribution system was constructed in the early 1970s by a private developer and taken over by Palm Beach County Water Utilities Department (WUD) in 1980. The potable water distribution system within the community primarily consists of approximately 21,680 linear feet of 4-inch and 6-inch diameter asbestos cement pipe which has been in service for over 40 years. The distribution system is currently connected to only four (4) fire hydrants which serves condominiums that were constructed in the mid-1990s which is located on the south portion of the Palm Beach National Golf and Country Club. The majority of the development does not have adequate fire protection and thus necessitating this project to restore service life, efficiency and effectiveness within the Palm Beach National Golf and Country Club.

This replacement project will be completed in accordance with the following regulations and standards:

- Palm Beach County Water Utilities Department minimum design and construction standards for Potable Water, Reclaimed Water and Wastewater Systems.
- Palm Beach County Right-of-Way (ROW) permitting regulatory agencies
- Lake Worth Drainage District Right-of-Way permitting for aerial crossings
- Palm Beach County Fire Marshal Code which includes but not limited to:
 - Fire hydrants being installed within five hundred (500') feet from the most remote portion of building, measured by vehicular access and building perimeter.
 - The number of fire hydrants being installed shall be in accordance with Annex E of the National Fire Protection Association (NFPA 1) Fire Code.

SCOPE OF SERVICES

CONSULTANT shall perform the engineering Scope of Services as described herein and will be responsible for the following tasks:

Task 1 – Project Management

CONSULTANT will provide project management for engineering and related services and act as the Project's Engineer of Record for the above-described project including tracking project scheduling, preparing monthly progress reports, providing Quality Assurance/Quality Control (QA/QC) of all communication and project deliverables.

1. Contract Administration – The progress of the project will be monitored and resources will be managed to achieve the schedule, budget, and work quality goals of the project. CONSULTANT will keep WUD informed as to the status and progress of the project. Communications with WUD will be conducted under this task. Invoices shall be prepared on a monthly basis.

2. QA/QC – CONSULTANT will be conducting internal QA/QC review of the deliverables, for conformance to Contract and internal program requirements. The results of these reviews will be incorporated into the deliverables prior to submission to WUD for review and comment.
3. Monthly Status Report – Submit a monthly status report summarizing the progress of the project along with an updated project schedule. This report and schedule will be submitted with each monthly invoice.

Task 2 - Preliminary Engineering Services

1. CONSULTANT shall meet with WUD staff to review the scope of the project, determine general location of proposed improvements, and obtain WUD's input regarding expectations for the project.
2. CONSULTANT shall perform a preliminary field review of the proposed water main and water service replacement locations.
3. Utilize a topographic survey of the area in the immediate vicinity of the proposed pipeline routes and provide base maps of the survey data. (Services to be provided by WUD surveyor.) The topographic survey will provide Global Positioning System (GPS) coordinates for all existing water meter locations. The topographic survey will consist of field topography, horizontal and vertical locations for the project (approximately 21,680 linear feet of 60 foot right-of-way). CONSULTANT will coordinate survey file transfer and confirm limits of survey to match project requirements.
4. Prepare Base Maps based on the surveyor provided data.
5. Determine conflict locations and develop preliminary pipeline alignment plan.
6. Submit base drawings to local utilities for mark-up of their existing utilities. Plot utility locations received on the drawing base sheets. Local utilities include, but not limited to, telephone, cable, and gas, as well as water and sewer.
7. Coordinate subsurface utility targeting service and subsurface utility locating by test hole, maximum 20 locations. (Services to be provided by subconsultant under our Consultant Service Authorization (CSA #13) (WUD 18-026.)
8. Submit preliminary base sheets to WUD for review and comment.
9. Develop preliminary construction sequencing plan to facilitate construction of proposed improvements while maintaining water service and vehicle access to existing homes during project construction.
10. Meet with WUD staff to review preliminary submittal and respond to questions or comments. Prepare meeting agenda and minutes.

Task 3 - Design Phase Services

1. Provide design phase engineering services to develop the details of the replacement water main and water services design. This task includes QA/QC activities for the design phase.
2. Develop one set of construction drawings consisting of a cover sheet, key sheet, plan and WUD detail sheets.
3. Prepare technical specifications and bid items for the project, which is anticipated to be bid as a single project.
4. Submit progress drawings at the 60-percent and 90-percent completion for review and comment.
5. Meet with WUD after each submittal to review progress drawings, discuss design options, and respond to questions.
6. Estimate quantities and prepare an Engineer's Opinion of Probable Construction Cost (EOPCC) at 100% completion.
7. Prepare Palm Beach County (PBC) Health Department and PBC Fire Marshal permit application packages including attachments and submit for approval. (WUD will pay application fees.) Prepare and submit responses to Health Department comments, if required.
8. Prepare a PBC right-of-way permit application for utility construction in the PBC right-of-way and submit for approval. (WUD will pay application fees.) Prepare and submit responses to PBC right-of-way comments, if required.
9. Prepare Lake Worth Drainage District (LWDD) aerial crossing permit application if applicable. (WUD will pay application fees.) CONSULTANT will prepare and submit response to comments, if required.
10. Provide final design phase deliverables consisting of four (4) 24 x 36 inch and two (2) 11 x 17 inch construction drawings and bid items in paper copies, signed and sealed electronic PDF files, and AutoCAD and Word files, as applicable. The CONSULTANT shall print and provide all issued permits.
11. Provide limited bid support services to assist WUD to respond to bidders' questions.

ATTACHMENT B

SUMMARY AND STATUS OF CONSULTANT SERVICES AUTHORIZATIONS

Auth. No.	WUD Project No.	Title	Status	Project Total Amount	SBE Total Amount	SBE Participation %	Approved	
							By	Date
1	17-077	Priority Aerial Canal Crossing Improvements Phase 2	Approved	\$243,900.00	\$184,465.00	75.63%	BCC	01/23/18
1.1	17-077	Priority Aerial Canal Crossing Improvements Phase 2	Approved	\$29,646.46	\$20,596.46	69.47%	WUD	06/04/18
2	18-026	Utility Location Services	Approved	\$44,899.74	\$13,899.74	30.95%	WUD	03/05/18
3	14-037	Runyon Village Construction Document Revisions	Approved	\$16,824.04	\$16,824.04	100.00%	WUD	04/06/18
3.1	14-037	Runyon Village Construction Document Revisions	Approved	5,052.93	5,052.93	100.00%	WUD	10/30/18
4	18-041	Century Village Water System Valve Program, Years 2, 3, 4, and 5	Approved	\$40,523.34	\$40,523.34	100.00%	WUD	04/27/18
5	18-044	Reclaimed Water Delivery Controls at SID M2 Canal	Approved	\$28,006.39	\$28,006.39	100.00%	WUD	06/22/18
6	18-063	12-Forcemain on Sandalfoot Boulevard	Approved	\$29,448.69	\$24,628.69	83.63%	WUD	07/27/18
7	18-065	Pump Station 5229 Pump Equipment Replacement – Preliminary Study	Approved	\$29,306.75	\$14,416.75	49.19%	WUD	07/16/18
8	18-026	Additional Utility Location Services (Part 2)	Approved	\$47,005.33	\$16,005.33	34.05%	WUD	08/31/18
9	18-072	Repair of Damaged 30" HDPE Watermain at Water Treatment Plant 11	Approved	\$22,525.63	\$22,525.63	100.00%	WUD	10/02/18
10	18-078	Watermain Replacement on South Main Street, S.E. Ave. K to Ice House in Belle Glade	Approved	\$67,671.25	\$56,171.25	83.00%	CRC	10/31/18
11	19-005	Surveying and Permitting of Utility Encroachments within the Hillsboro Canal Right-of-Way in Belle Glade	Approved	\$49,906.88	\$29,106.88	58.32%	WUD	01/02/19
12	19-013	Utility Relocation for Belle Glade City Wide Sidewalks	Approved	\$82,239.36	\$82,239.36	100.00%	CRC	03/06/19
13	18-026	Additional Utility Location Services (Part 3)	Approved	\$47,005.33	\$16,005.33	34.05%	WUD	02/25/19
14	19-048	Palm Beach National Golf and Country Club Watermain Replacement	Pending	\$103,873.80	\$103,873.80	100.00%	BCC	TBD
15	19-047	Lift Station Pressure Nodes Addition	Pending	\$91,838.78	\$91,838.78	100.00%	CRC	TBD

ATTACHMENT C

OEBO SCHEDULE 1

LIST OF PROPOSED CONTRACTOR/CONSULTANT AND SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

Palm Beach National Golf & Country Club

SOLICITATION/PROJECT/BID NAME: Water Main Replacement

SOLICITATION/PROJECT/BID No.: W LD-19-048

NAME OF PRIME RESPONDENT/BIDDER: Mock, Roos & Associates, Inc.

ADDRESS: 5720 Corporate Way, WPB, FL 33407

CONTACT PERSON: Thomas A. Biggs, P.E.

PHONE NO.: (561) 683-3113 E-MAIL: thomas.biggs@mockroos.com

SOLICITATION OPENING/SUBMITTAL DATE: _____

DEPARTMENT: _____

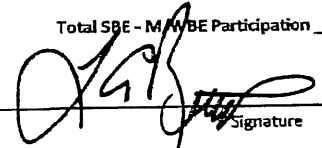
PLEASE LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY THE PRIME CONTRACTOR/CONSULTANT ON THIS PROJECT. PLEASE ALSO LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY ALL SUBCONTRACTORS/SUBCONSULTANTS ON THE PROJECT.

Name, Address and Phone Number	(Check all Applicable Categories)			DOLLAR AMOUNT OR PERCENTAGE OF WORK				
	Non-SBE	M/WBE	SBE	Black	Hispanic	Women	Caucasian	Other
		Minority/Women Business	Small Business					(Please Specify)
1. Mock, Roos & Associates, Inc. 5720 Corporate Way West Palm Beach, FL 33407	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	_____	100%	_____
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
(Please use additional sheets if necessary)				Total	_____	_____	100%	_____

Total Bid Price \$ 103,873.80

Total SBE - M/WBE Participation 100%

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


Signature

Thomas A. Biggs, P.E.
Executive Vice President

Title

- Note:**
1. The amount listed on this form for a Subcontractor/subconsultant must be supported by price or percentage listed on the properly executed Schedule 2 or attached signed proposal.
 2. Firms may be certified by Palm Beach County as an SBE and/or an M/WBE. If firms are certified as both an SBE and/or M/WBE, please indicate the dollar amount under the appropriate category.
 3. Modification of this form is not permitted and will be rejected upon submittal.

ATTACHMENT C

OEBO LETTER OF INTENT – SCHEDULE 2

A completed Schedule 2 is a binding document between the Prime Contractor/consultant and a Subcontractor/subconsultant (for any tier) and should be treated as such. The Schedule 2 shall contain bolded language indicating that by signing the Schedule 2, both parties recognize this Schedule as a binding document. All Subcontractors/subconsultants, including any tiered Subcontractors/subconsultants, must properly execute this document. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: 19-048
 SOLICITATION/PROJECT NAME: Palm Beach National Golf and County Club Watermain Replacement

Name of Prime: Mock, Roos & Associates, Inc.

(Check box(s) that apply)
SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 10/16/16-10/15/19

The undersigned affirms they are the following (select one from each column):

Column 1	Column 2
<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> African-American/Black <input type="checkbox"/> Asian American <input checked="" type="checkbox"/> Caucasian American
	<input type="checkbox"/> Hispanic American <input type="checkbox"/> Native American

S/M/WBE PARTICIPATION – S/M/WBE Primes must document all work to be performed by their own work force on this form. Failure to submit a properly executed Schedule 2 for any **S/M/WBE** participation may result in that participation not being counted. Specify in detail, the scope of work to be performed or items supplied with the dollar amount and/or percentage for each work item. S/M/WBE credit will only be given for the areas in which the S/M/WBE is certified. A detailed proposal may be attached to a properly executed Schedule 2.

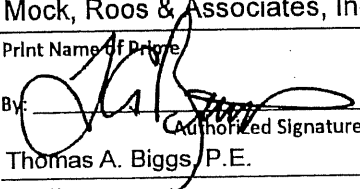
Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
	Civil Engineering				100%

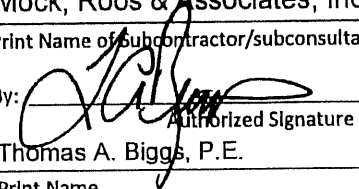
The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: 100%

If the undersigned intends to subcontract any portion of this work to another Subcontractor/subconsultant, please list the business name and the amount below accompanied by a separate properly executed Schedule 2.

_____ Price or Percentage: _____

Name of 2nd/3rd tier Subcontractor/subconsultant

Mock, Roos & Associates, Inc.
 Print Name of Prime
 By: 
 Authorized Signature
Thomas A. Biggs, P.E.
 Print Name
Executive Vice President
 Title
 Date: May 22, 2019

Mock, Roos & Associates, Inc.
 Print Name of Subcontractor/subconsultant
 By: 
 Authorized Signature
Thomas A. Biggs, P.E.
 Print Name
Executive Vice President
 Title
 Date: May 22, 2019

ATTACHMENT - D

PROJECT SCHEDULE

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

Engineering Services

Completion days from Notice to Proceed

(Calendar Days)

Task 1 – Project Management	180 Calendar Days
Task 2 – Preliminary Engineering Services	120 Calendar Days
Task 3 – Design Phase Services	180 Calendar Days

Revised 1-04-19

**ATTACHMENT E
BUDGET SUMMARY**

Palm Beach County Water Utilities Department Contract for Consulting / Professional Services; Utility Distribution & Collection System Engineering Services Consultant Service Authorization: Consultant: Project Name: WUD Project No.:											Resolution # <u>R2017-081</u> Contract Dated <u>June 20, 2017</u>	
											BUDGET SUMMARY	
											Labor Classification and Hourly Rate	
											Mock, Roos & Associates, Inc.	
Task Number	Task Description	Corp. Officer / Principal (\$/hr)	Sr. Project Manager (\$/hr)	Sr. Project Eng (\$/hr)	Proj. Eng. II (\$/hr)	Proj. Eng. I (\$/hr)	Sr. Cadd Designer (\$/hr)	Sr. Field Representative (\$/hr)	Sr. Admin Assistant (\$/hr)	Mock*Roos Total Labor	Subconsultant	Total
1	Project Management											\$ 5,911.30
1.1	Contract Administration	2	0	8	0	0	0	0	0	\$ 1,737.63		\$ 1,737.63
1.2	Quality Assurance / Quality Control	2	0	8	0	0	0	0	0	\$ 1,737.63		\$ 1,737.63
1.3	Monthly Status Report	4	0	8	0	0	0	0	4	\$ 2,436.04		\$ 2,436.04
	Total Hours 1	8	0	24	0	0	0	0	4			\$ 25,439.36
2	Preliminary Engineering Services											\$ 745.22
2.1	Meet with WUD Staff to Review Scope	2	0	2	0	0	0	0	0	\$ 745.22		\$ 745.22
2.2	Perform Field Review	0	0	8	0	8	0	0	0	\$ 1,957.10		\$ 1,957.10
2.3	Coordinate Survey	2	0	8	0	0	0	0	2	\$ 1,879.63		\$ 1,879.63
2.4	Prepare Base Maps	0	0	8	60	0	0	0	0	\$ 7,931.32		\$ 7,931.32
2.5	Develop Pipeline Alignment	2	0	32	0	8	0	0	0	\$ 6,341.15		\$ 6,341.15
2.6	Submit Base Drawings to Local Utilities to Mark-up		0	0	0	4	0	0	4	\$ 600.94		\$ 600.94
2.7	Coordinate Subsurface Utility Targeting Service	2	0	4	0	4	0	0	0	\$ 1,392.96		\$ 1,392.96
2.8	Submit preliminary Base Sheets to WUD for review/Respond to Comments	2	0	8	0	16	0	0	4	\$ 3,289.40		\$ 3,289.40
2.9	Develop Sequencing Plan	2	0	0	0	0	0	0	2	\$ 556.42		\$ 556.42
2.10	Meet with WUD Staff to Review Preliminary Submittal	2	0	2	0	0	0	0	0	\$ 745.22		\$ 745.22
	Total Hours 2	14	0	72	60	40	0	0	12			\$ 72,523.15
3	Design Phase Services (DPS)											\$ 3,722.44
3.1	Provide DPS Engineering Services for Replacement of Water Main	2	0	20	0	0	0	0	0	\$ 3,722.44		\$ 3,722.44
3.2	Develop Construction Drawings with Cover Sheet, Key Sheet, Plan Sheets and Detail Sheets	8	0	80	360	16	0	0	0	\$ 55,806.23		\$ 55,806.23
3.3	Prepare Technical Specifications and Bid Form	2	0	4	0	0	0	0	0	\$ 1,076.02		\$ 1,076.02
3.4	Submit Progress Drawings (2-Progress Submittals)/Respond to Comments	2	0	4	0	0	0	0	0	\$ 1,076.02		\$ 1,076.02
3.5	Meet with WUD after each Submittal to Review Progress (2-Meetings)	2	0	4	4	0	0	0	0	\$ 1,516.56		\$ 1,516.56
3.6	Estimate Quantities and Prepare Engineer's Opinion of Probable Construction Cost (EOPCC)	2	0	4	0	0	0	0	0	\$ 1,076.02		\$ 1,076.02
3.7	Prepare Palm Beach County Health Department and Fire Marshall Permit Packages	2	0	8	0	0	0	0	2	\$ 1,879.63		\$ 1,879.63
3.8	Prepare Palm Beach County Roadway Permit Application Package	2	0	8	0	0	0	0	2	\$ 1,879.63		\$ 1,879.63
3.9	Prepare Lake Worth Drainage District (LWDD) Canal Crossing Permit Package	2	0	8	0	4	0	0	2	\$ 2,196.57		\$ 2,196.57
3.11	Provide Limited Bid Support Services	4	0	8	0	0	0	0	2	\$ 2,294.04		\$ 2,294.04
	Total Hours 3	28	0	148	364	20	0	0	8			\$ 103,873.80
	Labor Sub-Total Hours	50	0	244	424	60	0	0	24	\$103,873.80	\$0.00	\$103,873.80
	Labor Raw Costs	\$72.96	\$55.26	\$58.24	\$38.78	\$27.90	\$36.80	\$39.00	\$25.00			
	Labor Multiplier	2.84	2.84	2.84	2.84	2.84	2.84	2.84	2.84			
	Labor Hourly Rate	\$207.21	\$156.94	\$165.40	\$110.14	\$79.24	\$104.51	\$110.76	\$71.00			
	Labor Total	\$10,360.32	\$0.00	\$40,357.99	\$46,697.32	\$4,754.16	\$0.00	\$0.00	\$1,704.00	\$103,873.80	\$0.00	
	Subconsultant Multiplier											
	Subconsultant Total with markup											
	Reimbursable Expenses (Reproducibles, etc.)	\$0.00										
	Project Total	\$ 103,873.80										
Subconsultants												
N/A												

ATTACHMENT - F

**Palm Beach County Water Utilities Department Contract
for Consulting / Professional Services
Utility Distribution & Collection System Engineering
Services**

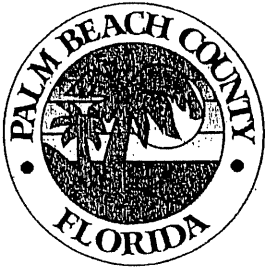
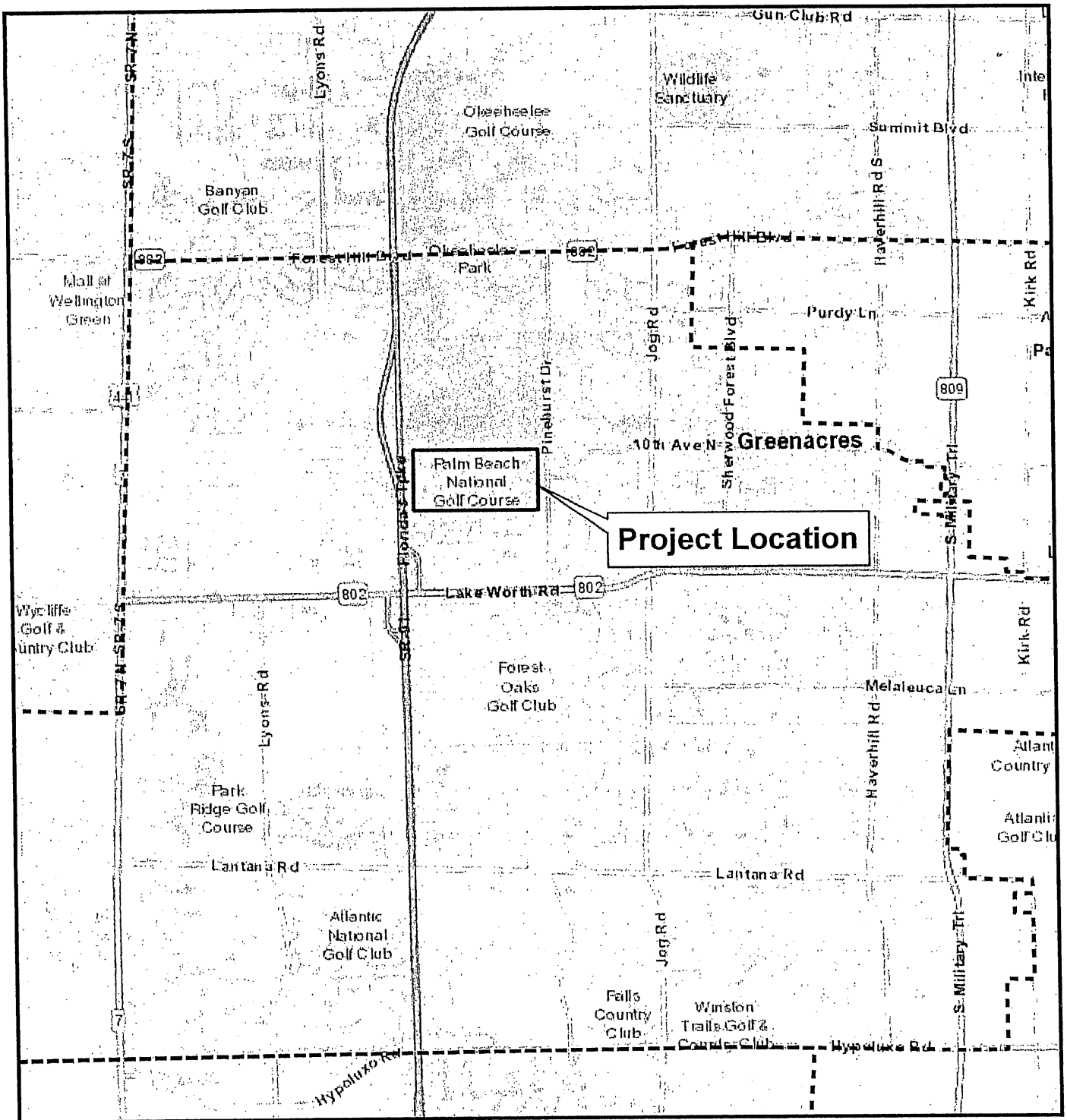
Resolution #R2017-0818 Contract Dated June 20, 2017

AUTHORIZATION STATUS REPORT

SUMMARY OF SBE-M/WBE MINORITY BUSINESS TRACKING

	SBE
Master Contract Goal:97(%)	
Current Proposal	
Value of Authorization No.14	\$103,873.80
Value of SBE-M/WBE Letters of Intent	\$103,873.80
Actual Percentage	100%
Signed/Approved Authorizations	
Total Value of Authorizations	\$783,962.12
Total Value of SBE-M/WBE Signed Subcontracts	\$570,467.12
Actual Percentage	72.76%
Signed/Approved Authorizations Plus Current Proposal	
Total Value of Authorizations	\$887,835.92
Total Value of Subcontracts & Letters of Intent	\$674,340.92
Actual Percentage	75.95%

Revised 1-04-19

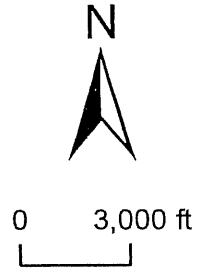


CSA No. 14

**Palm Beach National Golf and
Country Club Watermain Replacement**

Project Location Map

Attachment G





MOCK • ROOS

CONSULTING ENGINEERS

August 13, 2018

Krystin Berntsen, P.E.
Palm Beach County Water Utilities Department
8100 Forest Hill Boulevard
West Palm Beach, Fl 33413

Ref. No. B6055.00 and B8033.00
Subject: Utility Location Services
Consulting/Professional Services for
Utility Distribution & Collection System Engineering Services
Contract Resolution No. (R2017-0818)
Project No. 17-005

Dear Krystin:

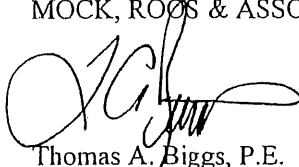
As you are probably aware from your staff, our original team for Water Distribution / Wastewater Collection Consulting Services included an SBE utility location firm, Ground Hound Services. Sometime after selection, but prior to contract execution, Ground Hound was acquired by Blood Hound, a larger non-SBE utility locations firm headquartered in the Indianapolis area. So far on projects for WUD, we have been utilizing Blood Hound for these services.

In discussions with Allen Gray, PBC Small Business Director, he has indicated that since Ground Hound (aka Blood Hound) is no longer an SBE and a replacement SBE firm is not available, we can utilize any utility location subconsultant we want to use on your projects. From discussions with your staff, they have indicated that they have had positive success with Craig A. Smith and Associates. We have also had success with WGI on previous utility location projects. We propose to use one of these two local firms to provide WUD with utility location services on future assignments. Please let me know should you have any objections.

If you have any questions or comments, please call me at 683-3113 extension 216.

Sincerely,

MOCK, ROOS & ASSOCIATES, INC.



Thomas A. Biggs, P.E.
Executive Vice President

TAB:jeh

Copies: Bookkeeping

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Mock, Roos & Associates, Inc.

5720 Corporate Way, West Palm Beach, Florida 33407-2066, 561-683-3113, www.MockRoos.com



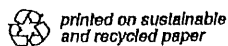
February 22, 2018

Office of
Small Business Assistance
50 South Military Trall, Sulte 202
West Palm Beach, FL 33415
(561) 616-6840
Fax: (561) 616-6850
www.pbcgov.com/osba



Palm Beach County
Board of County
Commissioners
Melissa McKinlay, Mayor
Mack Bernard, Vice Mayor
Hal R. Valeche
Paulette Burdick
Dave Kerner
Steven L. Abrams
Mary Lou Berger
County Administrator
Verdenia C. Baker

"An Equal Opportunity
Affirmative Action Employer"



Thomas A. Biggs, P.E., Executive V.P.
Mock, Roos & Associates, Inc.
5720 Corporate Way
West Palm Beach, FL 33407

RE: Project No. 17-005, Utility Distribution and Collection System Engineering
Services Contract, Resolution No. (R2017-0818)

Dear Tom,

I have reviewed your letter of February 15, 2018 requesting the lowering of your SBE participation on the above-mentioned project due to the acquisition of Ground Hound, Inc., which was one of your SBE sub consultants listed on this project.

Your request is approved due to the lack of an available SBE firm to provide similar services and no other areas of opportunity to provide additional SBE participation. Your SBE commitment on this project will now reflect a change from 98% to 97% SBE participation.

Please let me know if you need me to provide any further clarification on this matter.

Sincerely,

Allen F. Gray, Manager

Cc: Jackle Michels, WUD
Henry Melendez, WUD
Gaverlo Dixon, WUD
Patricia Wilhelm, OSBA

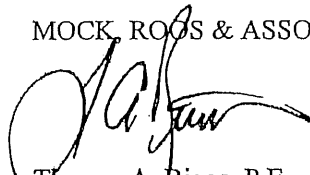
Krystin Berntsen
January 22, 2019
Page 2

We are happy to continue to provide the types of services you are requesting as long it is with our mutual understanding that it will make it impossible to achieve the very high SBE goals established by our Agreement. With this understanding as requested we will continue to prepare and submit CSA packages for authorization of requested services.

If you have any questions regarding this request, please call me at 683-3113 extension 216.

Sincerely,

MOCK, ROOS & ASSOCIATES, INC.



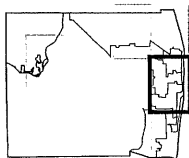
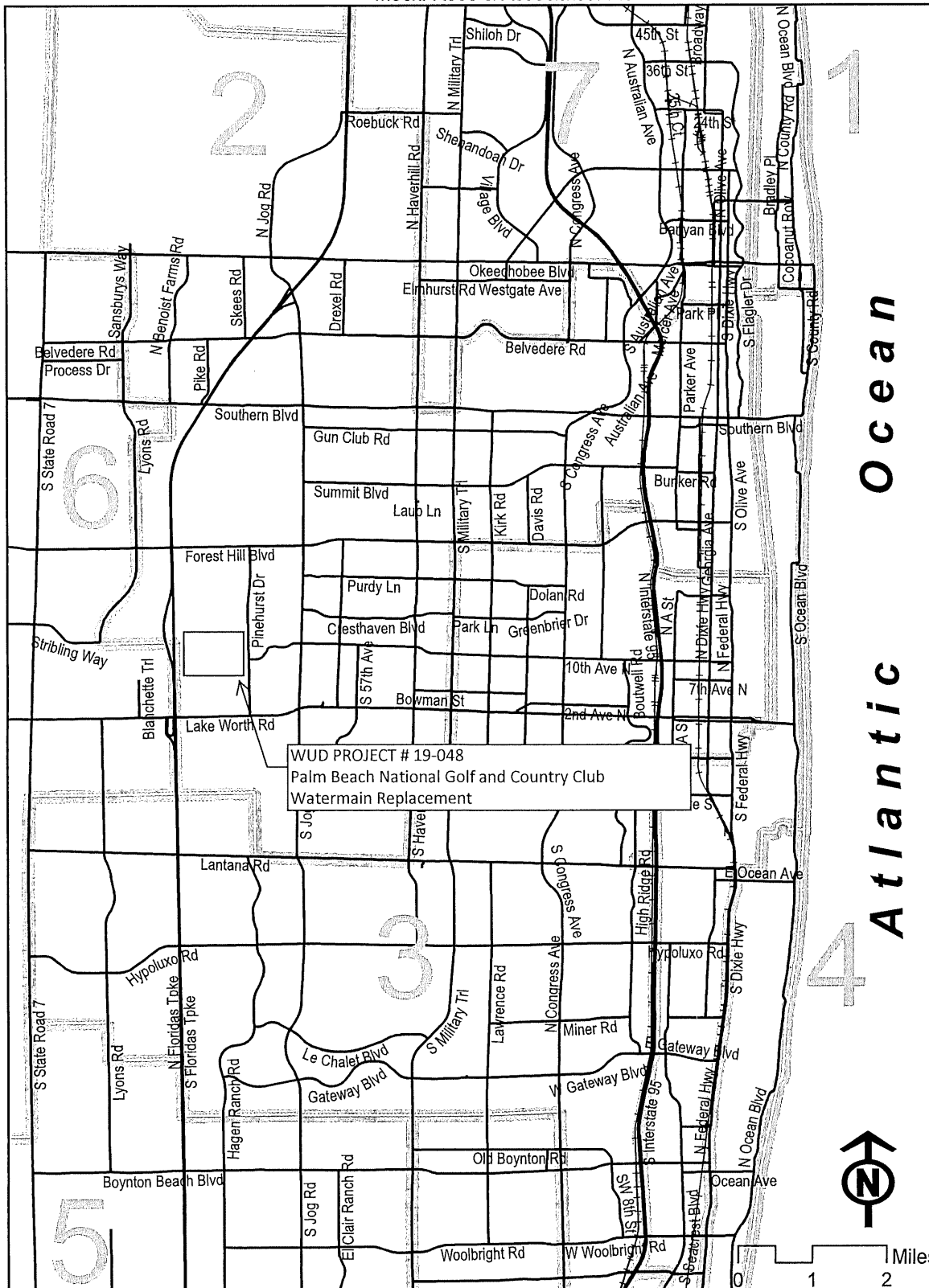
Thomas A. Biggs, P.E.
Executive Vice President

TAB:jeh

Copies: Bookkeeping

Project Location

ATTACHMENT 2
 Palm Beach National Golf and Country Club Water Main Replacement
 Consultant Services Authorization No. 14
 Mock, Roos & Associates, Inc.



Location Sketch

ATTACHMENT 3

Client#: 1095989

MOCKROO2

ACORDTM

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/07/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

Table with PRODUCER (USI Insurance Services, LLC) and INSURED (Mock, Roos & Associates, Inc.) information. Includes contact info for Kandi Schmitz and a list of insurers (A-F) with their NAIC numbers.

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Main coverage table with columns for INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR, POLICY NUMBER, POLICY EFF, POLICY EXP, and LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liability, and Workers Compensation.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
WUD #17-005, Consulting/Professional Services for Utility Distribution & Collection System Engineering Services.

Ten days notice for non-payment of premium, 30 days notice all others.
Palm Beach County, Board of County Commissioners, a political subdivision of the State of Florida are (See Attached Descriptions)

Table with CERTIFICATE HOLDER (Palm Beach County Water Utilities Department) and CANCELLATION (Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.)

DESCRIPTIONS (Continued from Page 1)

hereby named as additional insured under the terms of this policy. In addition, Palm Beach County Water Utilities Department, its officers, directors, agents and employees are hereby named as additional insured under the terms of this policy for the Consulting/Professional Services for Utility Distribution & Collection System Engineering Services Project No. WUD # 17-005. Workers Compensation includes a waiver of subrogation in favor of the additional insured.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER USI Insurance Services, LLC 2502 N Rocky Point Drive Suite 400 Tampa, FL 33607	CONTACT NAME:	
	PHONE (A/C, No, Ext): 813 321-7500	FAX (A/C, No):
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : XL Specialty Insurance Company		37885
INSURED Mock, Roos & Associates, Inc. 5720 Corporate Way West Palm Beach, FL 33407-2066	INSURER B :	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			DPR9941422	04/26/2019	04/26/2020	\$3,000,000 per claim \$3,000,000 annl aggr.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Professional Liability coverage is written on a claims-made basis.
 RE: System Engineering Services Project No. WUD # 17-005, Consulting/Professional Services for Utility Distribution & Collection System Engineering Services.

CERTIFICATE HOLDER Palm Beach County Water Utilities Department c/o JDI Data Corporation 100 W Cypress Creek Road, Suite 1052 Fort Lauderdale, FL 33309	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 