

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: January 7, 2020 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. 6 to the Consulting/Professional Services for Wastewater Engineering Services (Contract) with Brown and Caldwell (Corporation), (Consultant), for the Western Region North Wastewater Treatment Facility (WRNWWTF) Electrical and Wet Weather Improvements (Project) for a not to exceed amount of \$279,431.21.

Summary: On June 20, 2017, the Board of County Commissioners (BCC) approved the Water Utilities Department (WUD) Contract (R2017-0813) with Consultant. CSA No. 6 provides for professional engineering services relating to the detailed design, permitting and bidding of the Project. The Project will; (i) replace aging electrical systems that have reached the end of their serviceable life and (ii) make plant piping modifications to improve plant reliability during high flow wet weather events. The 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 SBE Ordinance was 15% overall participation. The Contract provides for 26.0% SBE participation. CSA No. 6 includes 38.86% SBE participation. The cumulative SBE participation is 26.69%. Consultant is headquartered in Walnut Creek, California but maintains an office in Palm Beach County from which the majority of the work will be undertaken. The Project is included in the WUD FY20 budget. (WUD Project No. 19-035) District 6 (MJ)

Background and Justification: The WRNWWTF serves the City of Pahokee and is the oldest wastewater treatment plant owned and operated by WUD with some infrastructure dating back to the 1940s. The plant is the sole facility treating wastewater for the City of Pahokee and therefore it is critical that the WRNWWTF can reliably and effectively treat wastewater. WUD previously selected the Consultant to perform a facilities study for WRNWWTF with the primary purpose of identifying and prioritizing needed improvements. The highest priority improvements identified by the study were; (i) replacement of the aging electrical switchgear and motor control centers, (ii) replacement and consolidation of the aging onsite backup power system and (iii) plant piping improvements to increase the reliability of the plant during high flow wet weather events. CSA No. 6 will provide professional engineering services for the detailed design, permitting and bidding of the aforementioned improvements.

Attachments:

1. Four (4) Originals of Consultant Services Authorization No. 6
2. Location Map
3. Certificate of Liability Insurance

Recommended By: Jim Stals 11-22-19
Department Director Date

Approved By: W. J. Shaw 12/17/19
Assistant County Administrator Date

CONSULTANT SERVICES AUTHORIZATION NO. 06

Palm Beach County Water Utilities
Department
Consulting/Professional Services Wastewater
Engineering Services

Resolution #: R2017-0813

Contract Dated June 20, 2017

Project Title: WRNWWTF Electrical and Wet Weather Improvements

WUD Project No.: 19-035

Consultant: Brown and Caldwell (Corporation)

Address: 1475 Centrepark Boulevard, Suite 210, West Palm beach, Florida 33401

Budget Line Item No. 4011-721-W026- 6545

District No.: 6

This Consultant Services Authorization provides for: Engineering services related to
Electrical improvements and wet weather piping modifications to the Aeration Basin at the

Western Region North Wastewater Treatment Facility (WRNWWTF).
(See ATTACHMENT A for detailed scope of services)

The Contract provides for 26.0% SBE participation. This Consultant Services Authorization includes 38.86% overall participation. The cumulative SBE participation, including this authorization is 26.69%

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 \$ 279,431.21
 - B. Fixed price of \$ N/A
 - C. Total \$ 279,431.21
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. 06

Palm Beach County Water Utilities Department
Consulting/Professional Services Wastewater
Engineering Services

Resolution #: R2017-0813

Contract Dated June 20, 2017

Project Title: WRNWWTF Electrical and Wet Weather Improvements

WUD Project No.: 19-035

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).
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. 06
Palm Beach County Water Utilities Department
Consulting/Professional Services Wastewater Engineering Services
Resolution #: R2017-0813 Contract Dated June 20, 2017

Project Title: WRNWWTF Electrical and Wet Weather Improvements

WUD Project No.: 19-035

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: _____

CI.

Signed: _____

JCS Dave Kerner, Mayor

Typed Name: _____
Deputy Clerk

_____ Date

Approved as to Form and Legal
Sufficiency

CONSULTANT: Brown and Caldwell

Signed: _____

[Signature]

(Signature)

Typed Name: _____
County Attorney

Albert Perez, Vice President

(Name and Title)

11-8-19

Date

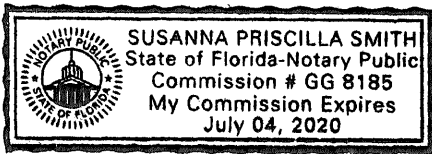
STATE OF FLORIDA

COUNTY OF Miami-Dade

The foregoing instrument was acknowledged before me this 8th day of November, 2019,
by Albert Perez as Vice President
for Brown and Caldwell

Susanna Priscilla Smith

(Signature of Notary Public - State of Florida)



(Print, Type, or Stamp Commissioned Name of Notary Public)

Personally Known X OR Produced Identification _____ Type of Identification Produced _____

CERTIFICATE OF SECRETARY
OF
BROWN AND CALDWELL,
A CALIFORNIA CORPORATION

I, the undersigned, do hereby certify that:

1. I am the duly elected and acting Secretary of Brown and Caldwell, a California corporation, and am keeper of the corporate records and seal of said corporation.
2. At the annual meeting of the Board of Directors on February 1, 2018, the following resolution was adopted:

BE IT RESOLVED that appointment of the individuals, whose names appear on the attached list titled Brown and Caldwell Directors and Officers with Signature Authority - January 2018, to the offices indicated is approved and ratified effective January 1, 2018, unless otherwise indicated; and

BE IT FURTHER RESOLVED that said individuals are appointed to hold the office indicated at the pleasure of the Board of Directors of this corporation until the next annual meeting of the Board of Directors of this corporation or until his/her respective successor is elected or qualified, or until his/her earlier resignation; and

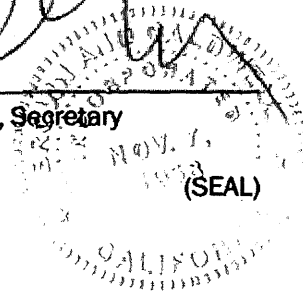
BE IT FURTHER RESOLVED that these individuals are authorized to financially commit the corporation in accordance with the Company procedures and policies within his/her respective area of responsibility or as stated in the Bylaws.

3. Albert Perez a Vice President of Brown and Caldwell, is so identified in the February 1, 2018, resolution referenced above, and in that capacity, has signature authority to sign contracts and is duly authorized to financially commit the corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Corporation this 29th day of August, 2018.

SIGNED:


ROBERT D. GOODSON, Secretary



LIST OF ATTACHMENTS

CONSULTANT SERVICES AUTHORIZATION NO. 06

**Palm Beach County Water Utilities Department
Consulting/Professional Services Wastewater
Engineering Services**

Resolution #: R2017-0813

Contract Dated June 20,2017

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

ATTACHMENT A

SCOPE OF SERVICES

WUD Project No. 19-035

Project Title WRNWWTF Electrical and Wet Weather Improvements

CONSULTANT shall perform: Engineering services as described below under Scope of Services.

Introduction

Palm Beach County (COUNTY) entered into an agreement entitled Contract for Engineering/ Professional Services - Palm Beach County Utilities Department Project No. WUD 17-002 (CONTRACT) with Brown and Caldwell (Corporation) (CONSULTANT) to provide engineering services in support of its wastewater system (Reference Document R2017-0813). This Consultant Services Authorization will be performed under that CONTRACT.

This Consultant Services Authorization (CSA) encompasses providing services related to electrical improvements and wet weather piping modifications to the Aeration Basin at the Western Region North Wastewater Treatment Facility (WRNWWTF).

Background

The WRNWWTF serves the City of Pahokee and is among the oldest assets in the County's system with infrastructure dating back to the 1940's. A Facilities Planning Study was conducted by the CONSULTANT under CSA No. 2. The study's evaluation consisted of two main objectives to enhance performance of the WRNWWTF: (1) establish asset renewal and replacement (R&R) priorities to improve reliability of existing assets to minimize unplanned outages, and (2) improve resiliency to reduce the risk of possible overflows and preserve process performance when one treatment train is out of service.

The study resulted in identifying a multitude of needs that will be implemented in phases. The following items were identified as immediate R&R Improvement needs and are the focus of this CSA:

- Electrical System Upgrades – replacement of outdated equipment identified in Table 1 and consolidating the main electrical equipment into the existing rooms at Blower House No. 3. A single, standby weather-protected generator will be provided and located outside of this building (a new generator building will not be provided). The existing blowers will remain in place.
- Wet Weather Flow Management Plan (piping modifications on the conventional treatment train).

SCOPE OF SERVICES

CONSULTANT shall perform the engineering Scope of Services as described herein. The proposed services include the following tasks:

- Project Management
- Data Gathering
- Basis of Design (BOD) Summary
- 60 Percent Design
- 90 Percent Design for Permitting

- 100 Percent Design for Bidding
- Permitting Services
- Bidding Services

Task 1 – Project Management

CONSULTANT shall perform the following activities:

- 1.1 Perform general project coordination and administration activities including correspondence with the COUNTY, quality management, progress reporting, and invoicing.
- 1.2 Prepare for and attend a project kickoff meeting. The meeting will be used as an opportunity to clarify questions and discuss project objectives and coordination requirements. Key stakeholders from the COUNTY will also attend. The meeting will be held at the COUNTY Administration Building (8100 Forest Hill Boulevard, West Palm Beach, FL 33413).
- 1.3 Prepare for and attend periodic progress meetings. A total of four (4) meetings are anticipated and planned for.

Deliverables

- Kick-off meeting agenda and meeting minutes
- Monthly progress meeting agenda and meeting minutes

Task 2 – Data Gathering

Objective: To complete information gathering field activities required to begin the work.

Activities: Specific field investigation and related activities include:

2.1 Field Assessment

The CONSULTANT will conduct a one-day site visit to gather measurements and photographs and meet with key staff to discuss equipment preferences and sequencing. This activity includes definition and coordination of site survey and base drawing development.

2.2 Survey

A topographic survey will be performed of the entire plant site, exclusive of vegetated areas. The survey will include locating and identifying existing utilities, improvements, natural features and grades within the limits of work. The survey will be completed in the North American Vertical Datum (NAVD) -1988 datum tied to local county benchmarks. An abstract survey (title search and boundary survey) and up to ten (10) pot holes for field verification of information needed for the design phase are also included in this task.

2.3 Base Drawings Development

There are limited As-Built drawings available of the areas where the electrical and wet weather improvements will take place. The CONSULTANT shall use the information collected during Field Assessment and Survey to prepare base drawings of the buildings and outside areas where the proposed improvements will take place. The base drawings will be prepared in Auto-Cad and to

scale to determine the proposed configuration of equipment and generators within the available space.

Deliverables

- Topographic Survey
- Subsurface Utility Exploration (SUE) reports
- Base Drawings

Task 3 – Basis of Design (BOD) Summary

Objective: CONSULTANT will prepare a Basis of Design (BOD) summary for review and confirmation of the key characteristics of each design element. It is anticipated a BOD Summary submittal will be prepared and include a summary of the key design criteria for major project elements. Design criteria shall include sizing, material selections, equipment selections, and assumptions for the design calculations. Additional BOD documentation or backup (e.g. single-line schematics and layout sketches) will be prepared to justify the decisions identified in the BOD.

Activities: There are two (2) activities identified in the BOD.

3.1 Electrical Improvements

CONSULTANT shall develop the basis of design for the electrical improvements listed in Table 1. The evaluation will use information developed during the previously completed facilities planning study and assessments completed by Smith Engineering as a guideline to further develop the basis of design for this project. The objective of this design is consolidating the main electrical equipment into the existing electrical and generator rooms at Blower House No. 3 to house new equipment as well as alternatives to combine services from Florida Power and Light (FPL).

The basis of design for consolidating new electrical equipment into existing rooms within Blower House No. 3 will include the following preliminary engineering information:

- Design Criteria for existing electrical components that are to be replaced.
- Demolition One-Line Diagram
- New One-Line Diagram
- Generator requirements
- Conceptual layout
- Constructability – construction sequencing and transition to the new service/standby power systems.
- Closed Circuit Television (CCTV) outside and inside of the Electric Building.

3.2 Wet Weather Flow Management Improvements

CONSULTANT shall summarize and develop a basis of design for the wet weather flow management improvements. The BOD will include improvements that will be made to the piping into and out of the aeration basin to better manage peak flows through the conventional treatment train. Valving at the aeration basin shall be electrically operated and capable of remote operation.

3.3 Prepare Draft Basis of Design Summary

A Basis of Design Summary will be issued as a draft copy for review by COUNTY. The summary will include:

- Design criteria for electrical equipment
- Conceptual layout for new equipment in Blower House 3
- Design criteria and conceptual layout for wet weather flow management improvements
- Summarize permit requirements for City of Pahokee Building Department and Florida Department of Environmental Protection (FDEP).
- Appendices (preliminary drawings, updated drawing list, proposed specification list, and design data tables)
- Class V Opinion of Probable Construction Cost (OPCC) as defined by the Association for the Advancement of Cost Estimating (AACE) International for engineering design and construction costs

Deliverables

The following deliverables will be provided under this task:

1. Five (5) hard copies and one (1) electronic copy in portable document file (pdf) format of the Draft Basis of Design Summary .

3.4 Basis of Design Review Meetings

The draft BOD Summary will be submitted for review by COUNTY. CONSULTANT will lead up to two (2) BOD review meetings to discuss and address any comments or questions posed by the COUNTY. The first of these meetings will present the key design criteria as listed above, with the second meeting addressing any comments or questions that are forthcoming from COUNTY's review.

Deliverables

The following deliverables will be provided under this task:

1. Meeting minutes from the Basis of Design review meetings.

3.5 Prepare Final Basis of Design Summary

CONSULTANT will incorporate COUNTY staff comments from review meeting and finalize the BOD Summary. Acceptance by the County of the final Basis of Design will be required prior to initiating Preparation of Final Design Documents. Such acceptance shall constitute agreement on design decisions to the extent that subsequent changes would adversely impact detailed design and freeze level of effort.

Deliverables

The following deliverables will be provided under this task:

1. Five (5) hard copies and one (1) electronic (pdf) copy of the Final BOD Summary.

Task 4 – Preparation of Final Design Documents

Objective: To prepare final design documents for the proposed Electrical System Upgrades and the Wet Weather Flow Management Improvements at the WRNWWTF based on the BOD in sufficient detail to satisfy permit requirements and to allow for competitive bidding and construction of proposed improvements.

Activities: The CONSULTANT will complete the final design for the project. Detailed drawings, specifications, and details will be developed for process mechanical, building mechanical, Heat Ventilation and Cooling (HVAC), structural, and electrical design. Drawings will be in AutoCAD and in accordance with COUNTY's standards and formats. Technical specifications will be based on the 50-Division Construction Specifications Institute (CSI) format.

4.1 60 Percent Design

Based on the comments received on the BOD Summary Review meeting, CONSULTANT will prepare 60 percent level plans and draft specifications. A Summary Quality Assurance/ Quality Control (QA/QC) review will be completed by the CONSULTANT prior to submittal to the COUNTY. The preliminary drawing list is presented in Table 2. The submittal shall include:

1. Electrical drawings showing new site power plans, one-line diagrams, lighting plans and details for electrical systems.
2. Control and instrumentation drawings.
3. HVAC system drawings.
4. Structural design drawings.
5. Process Mechanical drawings showing piping modifications and demolition.
6. Technical specifications based on the 50-Division format of the CSI.

Deliverables

The following deliverables will be provided under this task:

1. Five (5) half-size sets of the 60 percent design package drawings and one electronic (pdf) copy of drawings and specifications will be submitted to the COUNTY for review and comment.

4.2 60 Percent Design Review Meeting

CONSULTANT shall prepare for and conduct a 60 percent design review meeting with COUNTY staff to review and discuss COUNTY comments on the 60 percent design documents.

Deliverables

The following deliverables will be provided under this task:

1. Meeting Minutes.

4.3 90 Percent Design for Permitting

Based on the review comments received for the 60 percent design submittal, the CONSULTANT will prepare 90 percent level plans, specifications for final review and permitting (note – permitting related activities are included in Task 5). A Quality Control/Quality Assurance (QA/QC) review will be completed by the CONSULTANT prior to submittal to the COUNTY. The drawings developed at this stage will be submitted for permitting while concurrently undergoing COUNTY review. Comments from the COUNTY and the permitting agencies (refer to Task 5) will be incorporated into the final 100 percent design for bidding package.

Deliverables

The following deliverables will be provided:

1. Five (5) half-size sets of the 90 percent design package drawings and one (1) electronic (pdf) copy of drawings and specifications will be submitted to the COUNTY for review and comment.

4.4 90 Percent Design Review Meeting

CONSULTANT shall prepare for and conduct a 90 percent design review meeting with COUNTY staff to review and discuss COUNTY comments on the 90 percent design documents.

Deliverables

The following deliverables will be provided under this task:

1. Meeting Minutes.

4.5 100 Percent Design for Bidding

Based on the 90 percent review comments received from the County and comments from the local regulatory agencies, the CONSULTANT will prepare 100 percent design for bidding plans and specifications incorporating review and permitting comments. The CONSULTANT will prepare an updated OPCC consistent with a Class III estimate as defined by the Association for the Advancement of Cost Estimating (AACE) International for engineering design and construction costs. A QA/QC review will be completed by the CONSULTANT prior to submittal to the COUNTY. This task also includes coordination with COUNTY Procurement for development of the front-end documents for the project.

Deliverables

The following deliverables will be provided:

1. Five (5) sets of the Final design package (3 half-size drawings, two (2) full-size drawings) along with one (1) electronic (pdf) copy of the drawings and specifications will be submitted to COUNTY.
2. Class III OPCC

Task 5 – Permitting Services

Objective: Coordination with the pertinent agencies to obtain comments that will be necessary for obtaining permits during construction of the proposed facilities.

Activities: CONSULTANT will submit the necessary permitting packages to the local agencies for review and comment. COUNTY will be responsible for all permit fees. It is anticipated that submittals will be made to the following agencies:

5.1 Florida Department of Environmental Protection (FDEP)

CONSULTANT shall conduct a pre-permitting meeting with FDEP to determine required permit documentation, prepare and submit signed and sealed drawing sets (two are anticipated), and respond to up to two (2) Requests for Additional Information (RAI).

5.2 City of Pahokee Building, Planning & Zoning Department

CONSULTANT shall conduct a pre-permitting meeting with the City of Pahokee Building, Planning and Zoning Department to determine required permit documentation, prepare and submit signed and sealed drawing sets (two are anticipated), and respond to up to two (2) rounds of comments.

Task 6 – Bidding Services

Procurement phase and post design engineering services will be provided for the project by CONSULTANT as follows:

6.1 Pre-Bid/Bidding Activities

CONSULTANT shall:

- Attend one (1) meeting with COUNTY for the purpose of reviewing final bidding documents prior to advertisement for bid.
- Prepare agenda and conduct the pre-bid meeting and prepare meeting minutes. Prepare a PowerPoint presentation of the project and present to potential Contractors.
- Review questions and comments posed by potential bidders and assist in responding with up to two (2) addenda to address comments and technical revisions to the bid sets.

6.2 Bid Evaluation

CONSULTANT shall:

- Review bids and prepare bid tabulations
- Evaluate potential bidders and summarize evaluations
- Submit letter of recommendation to COUNTY for contract award

6.3 Conformed Drawings

CONSULTANT shall prepare conformed drawings and specifications for construction incorporating addenda.

ASSUMPTIONS

The following are project assumptions and limitations.

1. Project drawings will be provided on half-size paper (11" by 17") paper.
2. COUNTY will perform all reviews of deliverables and conduct a meeting to discuss consolidated comments within three (3) weeks in order to maintain the project schedule.
3. The proposed design scope will not contemplate assessment/refinement upgrades to existing systems not specifically included within the scope of services. Design to include consideration of future improvements based on Facility Planning Study.
4. COUNTY will prepare the front-end documents as part of the bid package. CONSULTANT will assist with the preparation of these documents.
5. All permitting application fees will be paid for by the COUNTY.
6. Significant design-related comments received by CONSULTANT that alters the decisions established in the Basis of Design may require a supplemental CSA.
7. Services related to advertisement of the project and distributing the addenda will be performed by the COUNTY. CONSULTANT shall attend pre-bid meeting and assist with providing responses to questions for addenda drawings/specifications revisions, as stated within the scope of services.

8. The COUNTY will conduct lead and asbestos assessment after the 60 percent submittal.
9. Building permit documentation beyond that utilized to develop these drawings and specifications is not included in this scope of work.
10. Main plant utility line upsizing (potable water, electrical, storm water, etc.) is not included in this scope of work.
11. Services during construction are not included as part of this scope of work. A separate CSA will be required for services during construction.
12. This scope of work and budget assumes that record drawings are accurate and field verification beyond survey will not be required.
13. No design will be provided to replace/improve existing aging electrical and controls equipment/conduit/wiring not related to the existing facilities described in this scope of work.
14. Cable and conduit schedules will not be provided. Electrical and control circuit wiring, cables, and conduit shall be shown on power single line and control single line/riser diagrams.
15. Supervisory Control and Data Acquisition (SCADA) and/or control system (any/all) programming and integration (commissioning and testing) services are not included in this scope of work and will be specified using performance specifications and provided by the contractor using a systems integrator.
16. No software or hardware upgrades are included in this scope of work. Existing SCADA system and associated hardware are assumed to be adequate without requiring software or hardware upgrades.
17. Typical electrical schematic diagrams will be provided. They will include the control logic to function as required but will not include detailed diagrams with terminal numbers, wire numbers, nameplate schedules, etc.
18. Existing Programable Logic Control(s) (PLC)(s) is/are in good condition and capable of accepting additional input and output (I/O) without the need for expansion or upgrades.
19. Existing communication networks (SCADA and/or instruments) are to be utilized; no new network design is included in this scope of work.
20. Scope of work does not include any security or telephone systems.
21. Unit processes upstream of the aeration tank and downstream of the secondary clarifiers will not be modified as part of the wet weather flow modifications.

COUNTY's RESPONSIBILITIES

- Attend and participate in review meetings. Provide written comments using comment log (provided by Consultant) and supplemental markups prior to each review meeting.
- Attend site visit(s), as necessary.

Table 1. Electrical Equipment to be Replaced/Provided
Blower Control PNL. Blower Bldg NO.1(BH1)
Blower NO. 1 Motor Stater Bldg NO. 1 (BH1)
Blower NO. 2 Motor Stater Bldg NO. 1 (BH1)
1200A Swbd/ATS/MCC-3 Blowerbldg (BH2)
1000KW ENCLOSED GENSET Outdoor Use
PANEL DP-2 (BH2)
50 KVA XFMR 480/240/120V-1PH BH3
DISCONNECT SD #1 BH3
DISCONNECT SD #2 BH3
PANEL LP-2 125A MLO,1Ph,120/240V BH3
600A MCB (BH-3) Replaces Old Service No.1
CT BOX for 3 sets of 3-500Kcm,N-G (BH3)
ELECTRICAL METER ENCLOSURE (BH3)
PANEL DP-1 (BH3)
15 KVA XFMR 480/240/120V-1PH (BH3)
PANEL LP-1 (BH3)
PANEL LP-3, 125MLO, 1PH, OPS BLDG-LAB
Mtce Bldg Electrical Mtr Encl. + S.E.
PANEL M SERVICE RATED Maintenance Bldg
Mtce Bldg Circuitry, Ltg, and Wiring Devices
200A MAIN SVC DISC 480V Sludge Bldg 3R
ELECTRICAL METER ENCLOSURE Sludge Bldg
200A Manual Transfer Switch Sludge Bldg 3R
200A GENSET DISCONNECT 4X Sludge Bldg
PANEL P1 w/SPD, 480V, 3PH Sludge Bldg
30 KVA XFMR 480/208/120V Sludge Bldg
PANEL L1 w/SPD, 120/208V, 3PH Sludge B
DISCONNECT Switch for Gate Operator
Main Service Panel 150 MCB x Trailer-Office
Electrical Meter enclosure, Trailer-Office
1200A Generator Lug Box

Table 2. Drawing List
G-0: Cover Sheet
G-1: Drawing Index
G-2: Abbreviations
G-3: Symbols
C-1: Civil Symbols and Legend
C-2: Civil Notes
C-3: Civil Existing Site Plan
C-4: Civil Proposed Site Plan
Y-1: Typical Yard Piping Details 1
YD-1: Existing and Demolition Yard Piping
Y-2: Yard Piping Plan
S-1: Structural General Notes, Symbols
S-2: Structural Partial Plans
S-3: Structural Details
I-1: Control and Instrumentation Legend and Notes
I-2: Control and Instrumentation Site Plan
I-3: Control and Instrumentation Riser Diagrams
I-4: Control and Instrumentation Plans
I-5: Control and Instrumentation Plans
I-6: Control and Instrumentation Schedules and Details
D-1: Process Mechanical Legend, Notes and Symbols
D-2: Process Mechanical Aeration Tank Elevations and Details
D-3: Process Mechanical Secondary Clarifier Elevations and Details
M-1: HVAC Legend and Notes
M-2: HVAC Plans-Sheet 1
M-3: HVAC Plans-Sheet 2
M-4: HVAC Schedules and Details- Sheet 1
M-5: HVAC Schedules and Details- Sheet 2
E-1: Electrical Legend and Notes
E-2: Electrical Site Plan-Sheet 1
E-3: Electrical Site Plan-Sheet 2
E-4: Electrical Single Line Power Diagram-Sheet 1
E-5: Electrical Single Line Power Diagram-Sheet 2
E-6: Blower Building No. 1 Electrical Plans
E-7: Blower Building No. 2 Electrical Plans
E-8: Blower Building No. 3 Electrical Plans
E-9: Biosolids Building Electrical Plans
E-10: Maintenance Building Electrical Plans
E-11: Panel Schedules-Sheet 1

Table 2. Drawing List
E-12: Panel Schedules-Sheet 2
E-13: Panel Schedules-Sheet 3
E-14: Switchgear Elevations
E-15: Elementary Control Diagrams-Sheet 1
E-16: Elementary Control Diagrams-Sheet 2
E-17: Electrical Details-Sheet 1
E-18: Electrical Details-Sheet 2
E-19: Electrical Details-Sheet 3

ATTACHMENT C

OEBO SCHEDULE 1

Office of Equal Business Opportunity Compliance Programs

OEBO SCHEDULE 1

LIST OF PROPOSED CONTRACTOR/CONSULTANT AND SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

SOLICITATION/PROJECT/BID NAME: WRNWWTF Electrical and Wet Weather Improvements
NAME OF PRIME RESPONDENT/BIDDER: Brown and Caldwell (Corporation)
CONTACT PERSON: Albert Perez, P.E. Vice-president
SOLICITATION OPENING/SUBMITTAL DATE: N/A

SOLICITATION/PROJECT/BID No.: WUD 19-035
ADDRESS: 1475 Centrepark Boulevard, Suite 210, West Palm Beach, Florida 33401
PHONE NO.: 561-684-3456 **E-MAIL:** AL.Perez@BrwnCald.com
DEPARTMENT: Water Utilities 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 Minority/Women Business	SBE Small Business	Black	Hispanic	Women	Caucasian	Other (Please Specify)
1. Smith Engineering Consultants, Inc. 2161 Palm Beach Lakes Blvd., Suite 312 West Palm Beach, FL 33409 Phone: 561-616-3911	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	_____	\$88,500	_____
2. Betsy Lindsay, Inc. 7997 SW Jack James Drive Stuart, FL 34997 Phone: 772-286-5753	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	\$20,100	_____	_____
3. Brown and Caldwell (Corporation) 1475 Centrepark Blvd, Suite 210 West Palm Beach, FL 33401 Phone: 561-684-3456	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	\$164,731.21
4. InfraMap Corp. 1860 Old Okeechobee Road, Unit 201 West Palm Beach, FL 33409 Phone: 561- 586-0790	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	\$6,100	_____
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____

(Please use additional sheets if necessary)

Total Bid Price \$ <u>\$279,431.21</u>	Total SBE - M/WBE Participation <u>38.86 %</u>	Total <u>\$20,100</u>	<u>\$94,600</u>	<u>\$164,731.21</u>
--	--	-----------------------	-----------------	---------------------

I hereby certify that the above information is accurate to the best of my knowledge: _____
 Signature (Albert Perez) Vice-President
 Title

Note:

- 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.
- 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.
- Modification of this form is not permitted and will be rejected upon submittal.

ATTACHMENT C

OEBO SCHEDULE 2

Office of Equal Business Opportunity Compliance Programs

Revised 8-6-19

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: 19-035

SOLICITATION/PROJECT NAME: WRNWWTF Electrical and Wet Weather Improvements

Name of Prime: Brown and Caldwell (Corporation)

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE

Date of Palm Beach County Certification (if applicable): 12-18-18 / 12-17-21

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

Column 1

Column 2

Male Female

African-American/Black Asian American Caucasian American
 Hispanic American 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.

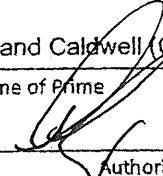
Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Electrical Engineering Services	\$88,500.00	1	\$0.00	\$88,500.00

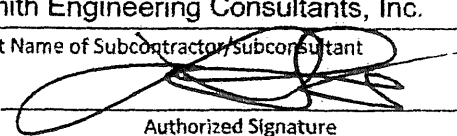
The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$88,500.00

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.

NONE

Name of 2nd/3rd tier Subcontractor/subconsultant _____ Price or Percentage: 0

Brown and Caldwell (Corporation)
 Print Name of Prime
 By: 
 Authorized Signature
Albert Perez, P.E.
 Print Name
Vice-President
 Title
 Date: 8-27-19

Smith Engineering Consultants, Inc.
 Print Name of Subcontractor/subconsultant
 By: 
 Authorized Signature
Larry M. Smith, P.E.
 Print Name
President
 Title
 Date: 8-20-19

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: 19-035

SOLICITATION/PROJECT NAME: WRNWWTF Electrical and Wet Weather Improvements

Name of Prime: Brown and Caldwell (Corporation)

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 9/5/19 - 9/4/22

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

Column 1

Column 2

Male Female

African-American/Black Asian American Caucasian American

Hispanic American Native American

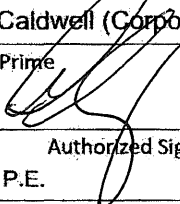
S/M/WBE PARTICIPATION – S/M/WBE Primes must document all work to be performed by their own work force on this form. Failure to submit a properly executed Schedule 2 for any S/M/WBE participation may result in that participation not being counted. Specify in detail, the scope of work to be performed or 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.

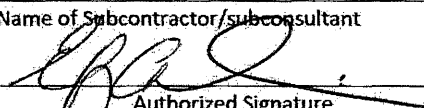
Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Survey Services	\$26,200.00	1	\$0.00	\$26,200.00

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: \$20,100

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.

InfraMap Corp. Price or Percentage: \$6,100.00
 Name of 2nd/3rd tier Subcontractor/subconsultant

Brown and Caldwell (Corporation)
 Print Name of Prime
 By: 
 Authorized Signature
Albert Perez, P.E.
 Print Name
Vice- President
 Title
 Date: 11-8-19

Betsy Lindsay, Inc.
 Print Name of Subcontractor/subconsultant
 By: 
 Authorized Signature
Elizabeth A. Lindsay
 Print Name
President
 Title
 Date: 11/01/19

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: 19-035

SOLICITATION/PROJECT NAME: WRNWWTF Electrical and Wet Weather Improvements

Name of Prime: Brown and Caldwell (Corporation)

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): _____

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

Column 1

Column 2

Male Female

African-American/Black Asian American Caucasian American

Hispanic American 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
1	Soft Dig Test Hole Field Services	\$6,100.00	1	\$0.00	\$6,100.00

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: \$6,100.00

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.

N/A

Name of 2nd/3rd tier Subcontractor/subconsultant

Price or Percentage: _____

Brown and Caldwell (Corporation)

Print Name of Prime

By: _____

Authorized Signature

Albert Perez, P.E.

Print Name

Vice-President

Title

Date: 11.19.19

InfraMap Corp.

Print Name of Subcontractor/subconsultant

By: _____

Authorized Signature

Michael Goodman

Print Name

Vice President, InfraMap Corp.

Title

Date: 11/19/19

ATTACHMENT - D

PROJECT SCHEDULE

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

	Engineering Services	Completion Date from Notice to Proceed (Calendar Days)
Task 1	Project Management	422
Subtask 1.2	Kick-off Meeting	10
Task 2	Data Gathering, Field Assessment & Surveys (14 cal. days fom NTP)	60
Task 3	BOD (60 cal. days)	119
	BOD Review Meeting (21 cal. days)	140
	Final BOD (7 cal. days)	147
Task 4	60% Design (60 cal. days)	200
	60% Review Meeting (21 cal. days)	221
	90% design (60 cal. Days)	281
	90% design Review Meeting (21 cal. Days)	302
	100% Design for Bidding (30 cal. days)	332
Task 5	Permitting Services (30 cal. days)	362
Task 6	Bidding Services (60 cal. day)	422

Revised 8-6-19

ATTACHMENT - E

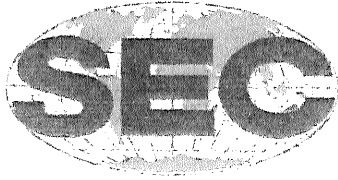
BUDGET SUMMARY																			
Palm Beach County Water Utilities Department Consulting/Professional Services - Wastewater Engineering Services Resolution # <u>R2017-0813</u> Contract Date: <u>June 20, 2017</u> Construction Service Authorization: <u>06</u> Consultant: <u>Brown and Caldwell</u> (Corporation) Project Name: <u>WRNWWTF Electrical and Wet Weather Improvements</u> WUD Project No.: <u>19-035</u>																			
BUDGET SUMMARY																			
Task Number	Task Description	Supervising Engineer/PM	Engineer I	Engineer II	Senior Engineer	Principal Engineer	Supervising Engineer	Managing Engineer	Chief Engineer	Vice-President	Supervising Cost Estimator	Senior Designer	Principal Designer	Project Analyst	Project Administrator	Total Hours	Total BC Labor	Sub-Consultant Services	Total
6	Bidding Services	24	0	48	0	0	18	0	0	0	0	0	0	0	4	94	\$14,567.28		
6.1	Pre-Bid/Bidding Activities	16	0	24	0	0	8	0	0	0	0	0	0	0	4	52	\$8,077.92		
6.2	Bid Evaluation	8	0	0	0	0	2	0	0	0	0	0	0	0	0	10	\$2,215.20		
6.3	Conformed Drawings	0	0	24	0	0	8	0	0	0	0	0	0	0	0	32	\$4,274.16		
	Smith Engineering (Subconsultant)																	\$5,260.44	
	Subtotal Task 6																		\$19,827.72
	Labor Subtotal Hours	154	0	317	0	74	230	8	0	18	48	0	16	88	40				
	Labor Raw Costs	\$ 73.84	\$ 30.51	\$ 34.75	\$ 48.53	\$ 60.49	\$ 73.84	\$ 86.59	\$ 100.21	\$ 111.01	\$ 65.71	\$ 40.83	\$ 44.34	\$ 32.06	\$ 21.62				
	Labor Multiplier	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00				
	Labor SubTotal	\$ 34,114.08	\$ -	\$ 33,047.25	\$ -	\$ 13,428.78	\$ 50,949.60	\$ 2,078.16	\$ -	\$ 5,994.54	\$ 9,482.24	\$ -	\$ 2,128.32	\$ 8,463.84	\$ 2,594.40				
	Labor Total																		\$ 162,261.21
	Subconsultant Labor Sub Total																		\$114,213.37
	Subconsultant Multiplier																		1.0
	Subconsultant Labor Sub-Total																		\$114,213.37
	Reimbursables Sub-Consultant																		\$486.63
	Reimbursables BC																\$2,470.00		
	Reimbursables Total																		\$2,956.63
	Sub-Consultant Total (Labor + Reimbursables)																		\$114,700.00
	BC Sub-Total (Labor + Reimbursables)																		\$164,731.21
	PROJECT TOTAL																		\$279,431.21

Other Direct Cost Roll-up Table

Reimbursable Items by Task			Task Number			Total Units	Cost
Item	unit	cost per unit	Task 1.0	Task 2.0	Task 3.0		
Printing and Mailing							
Black & White Copies (8.5x11)	each	\$0.10	0	0	750	750	\$75.00
Black & White Copies (11x17)	each	\$0.20	0	0	470	470	\$94.00
Binding Drill 3 Hole Screw Post	each	\$5.00	0	0	5	5	\$25.00
Color Copies (8.5x11)	each	\$1.00	0	215	215	430	\$430.00
Color Copies (11x17)	each	\$2.00	0	10	10	20	\$40.00
Blueline/Blackline Copies (22x34) for permits (signed and sealed)	each	\$1.50	0	0	200	200	\$300.00
Mylar Plots	each	\$7.50	0	0	0	0	\$0.00
Fedex	each	\$20.00	0	0	2	2	\$40.00
Total Printing and Mailing Costs			\$0.00	\$235.00	\$769.00		\$1,004.00
Travel							
See Travel Cost Detail Table			\$0.00	\$733.00	\$733.00		\$1,466.00
Total Travel Costs			\$0.00	\$733.00	\$733.00		\$1,466.00
ODC's Totals			\$0.00	\$968.00	\$1,502.00		\$2,470.00

Breakdown of Travel Costs

	Flights (Coach)			Lodging			Food Per Diem			Car Rental			Gasoline			Total Travel Cost
	Number of Flights	Cost of Flight	Total Cost	Nights	Daily Cost	Total Cost	Days	Daily Cost	Total Cost	Days	Daily Cost	Total Cost	Gallons	Dollars Per Gallon	Total Cost	
Task 002																
Description: Travel for Brad Dickerson, Electrical Engineer. Site visit inspections, QA/QC and monitor SEC work.	1	\$325.00	\$325.00	1	\$177.00	\$177.00	1	\$36.00	\$36.00	1	\$135.00	\$135.00	20.0	\$3.00	\$60.00	\$733.00
Totals For Task 002			\$325.00			\$177.00			\$36.00			\$135.00			\$60.00	\$733.00
Task 003																
Description: Travel for Brad Dickerson, Electrical Engineer. Site visit inspections, QA/QC and monitor SEC work.	1	\$325.00	\$325.00	1	\$177.00	\$177.00	1	\$36.00	\$36.00	1	\$135.00	\$135.00	20.0	\$3.00	\$60.00	\$733.00
Totals For Task 003			\$325.00			\$177.00			\$36.00			\$135.00			\$60.00	\$733.00
Totals for Task Order	2		\$650.00	2	\$354.00	\$354.00	2	\$72.00	\$72.00	2	\$270.00	\$270.00	40.0	\$9.00	\$120.00	\$1,466.00



Smith Engineering Consultants, Inc.

August 9, 2019

Mr. Jorge A. Jaramillo, P.E.
Brown and Caldwell
1475 Centrepark Boulevard, Suite 210
West Palm Beach FL 33401

Re: PBC WUD WRNWWTF Electrical and Wet Weather Improvements
Electrical Engineering Services Proposal

Dear Jorge:

Smith Engineering Consultants, Inc. (SEC) is pleased to provide this proposal for the above referenced project. We propose to provide the following scope of services:

Task 1 – Project Management (Fee = \$4,565.25)

- 1.2 Prepare for and attend a project kickoff meeting.
- 1.4 Prepare for and attend periodic progress meetings. A total of 4 meetings are anticipated and planned for.

Task 2 – Data Gathering (Fee = \$8,940.96)

- 2.1 Conduct one (1) field assessment site visit.
- 2.3 Prepare base electrical drawings in AutoCAD.

Task 3 – Basis of Design (BOD) Summary (Fee = \$10,460.88)

- 3.1 Develop the basis of design for the proposed electrical improvements.
- 3.3 Prepare a draft basis of design summary.
- 3.4 Attend up to two (2) basis of design review meetings.
- 3.5 Prepare a final basis of design summary.

2161 Palm Beach Lakes Blvd., Suite 312
West Palm Beach, FL 33409
(561) 616-3911 Fax (561) 616-3912



Task 4 – Preparation of Final Design Documents (Fee = \$56,205.60)

- 4.1 Prepare 60-percent level plans and draft specifications.
- 4.2 Attend a 60-percent design review meeting.
- 4.3 Prepare 90-percent level plans and draft specifications.
- 4.4 Attend a 90-percent design review meeting.
- 4.5 Prepare 100-percent level plans and final specifications.

Task 5 – Permitting Services (Fee = \$2,580.20)

- 5.2 Prepare and submit signed and sealed drawing sets (two are anticipated), and respond to up to two (2) rounds of comments.

Task 6 – Bidding Services (Fee = \$5,260.44)

- 6.1 Attend the pre-bid meeting. Respond to questions from bidders and prepare up to two (2) addenda.
- 6.2 Review bids and evaluate bidders.
- 6.3 Prepare conformed drawings and specifications for construction incorporating addenda.

Misc. – Printing, etc. (Fee = \$486.63)

Deliverables:

- Electrical report and electrical design only as required by the prime contract.



SEC shall perform the services defined in this scope of work for the lump sum fee of \$88,500. Thank you for using Smith Engineering Consultants as the source for these engineering services. We look forward to working with you on this project.

Sincerely,

A handwritten signature in black ink, appearing to be "Larry M. Smith", is written over the word "Sincerely,". The signature is stylized and somewhat cursive.

Larry M. Smith, P. E.
President

ATTACHMENT - A

BUDGET SUMMARY

Task Number	Task Description	Labor Classification and Hourly Rate					Total Labor	Sub Consultant Services
		Principal \$50.00	Engineer \$41.67	Asst. Engineer \$31.67	Designer \$21.67	Clerical \$15.00		
	WRNWWTF Electrical Systems Upgrade							
1	Project Management (including project kickoff meeting and 4 progress meetings)	9	16	9	0	8	4585.25	
2.1	Field Assessment one (1) day site visit)	2	8	8	0	0	2060.16	
2.3	Base Drawings	0	16	24	40	0	6880.8	
3.1	Electrical Improvements	2	8	8	16	0	3100.32	
3.3	Prepare Draft Basis of Design Summary (BOD)	2	8	8	8	0	2580.24	
3.4	BOD Review Meetings (two (2))	8	8	0	0	0	2200.08	
3.5	Prepare Final Basis of Design Summary (BOD)	2	8	8	8	0	2580.24	
4.1	60-Percent Design	16	60	60	120	0	23402.4	
4.2	60-Percent Design Review Meeting	4	8	0	0	0	1600.08	
4.3	90-Percent Design	16	60	60	120	0	23402.4	
4.4	90-Percent Design Review Meeting	4	8	0	0	0	1600.08	
4.5	100-Percent Design	4	16	16	32	0	6200.64	
5	Permitting Services	2	8	8	8	0	2580.24	
6	Bidding Services	4	24	12	8	0	5260.44	
	Subtotal	75	256	221	360	8		
	Labor Subtotal Hours	75	256	221	360	8		
	Labor Raw Costs	50	41.67	31.67	21.67	15		
	Labor Multiplier	3	3	3	3	3		
	Labor SubTotal	\$ 11,250.00	\$ 32,002.56	\$ 20,997.21	\$ 23,403.60	\$ 360.00	\$ 88,013.37	
						Misc.	\$486.63	
	Subconsultant Labor Total						\$0.00	
	Subconsultant Multiplier						1.1	
	Subcontract Total						\$0.00	
	Project Total						\$ 88,500.00	



BETSY LINDSAY, INC.
SURVEYING AND MAPPING

March 29, 2019 (revised April 12, 2019), Revised 06/19/19, Revised 8/13/19

Jorge Jaramillo

Brown and Caldwell

1475 Centrepark Blvd., Suite 210

West Palm Beach, Florida 34994

Phone: (561) 515-6258

VIA email: jjaramillo@brwnncald.com

SUBJECT PROPERTY: WESTERN REGION NORTH WASTEWATER TREATMENT FACILITY LOCATED IN PAHOKEE, FLORIDA

Dear Mr. Jaramillo:

Per your request, this SCOPE OF SERVICES and COMPENSATION has been prepared for your approval. The following sections outline the elements of my agreement with Brown and Caldwell (Client).

1. Project Description

All of the Pahokee western region wastewater treatment facility, excluding the vegetated areas.

1001 Rim Canal Road, Pahokee, FL 33476

Scope of Services

The following professional survey services associated with this project. The scope of services shall consist of the following:

- A. **Task 1: Provide Topographic Field Survey:** This task includes locating and identifying existing utilities, improvements, natural features and grades within the limits of worked. Field survey shall include enough detail to produce a base map, contours and other topographic information, as requested herein. **A Surveyor's Certification shall be provided.**
1. The Survey Consultant shall provide a topographic map of the area within the limits of work. All topographic information shall be referenced to the specified coordinate system and provided in with the Base Map.
 2. Field surveys shall locate the following planimetric features including:
 - a) All above ground improvements.
 - b) Man-made features and improvements such as parking areas, roadways, walls and other linear features, including fences, drainage channels and curbs. Roadway survey should include both edge of the surfacing and the road centerline. Curbs survey should include the lip of curb, gutter flow line, and back of curb. Survey all gate openings in fences, driveways, letdowns, etc. Existing building, permanent and temporary structures and other significant features within the limits of work and any buildings and significant features within [20+/- feet] of the limits of work. Provide finished floor elevations as required.
 - c) Utilities including tanks, vaults, aboveground utility lines and surface features of buried utility lines, such as manholes, cleanouts, valve boxes (including top of nut), utility boxes, wells, poles, pedestals, and pipe markers, headwalls, retaining walls, etc. Provide extents and height above grade of utility lines such as power lines, cables and stays.

Send all correspondence
7997 SW Jack James Drive
Stuart, FL 34997
(772) 286-5753 • Fax (772) 286-5933

208 North U.S. Highway One, #8
Tequesta, FL 33469
(561) 575-5275

- u) Top of grate/rim and floor of structure for vaults, inlets and manholes. Survey of sanitary sewer and storm drain manholes shall include shots of the rim and of the invert elevations of all pipe penetrations; with pipe sizes, materials, and an indicator of the direction the pipe is entering the manhole (N, S, E, W, etc.). Locate and survey access points at both ends of gravity pipelines (sanitary and storm water) that cross the survey area, but do not terminate inside the designated project area.
3. Field surveys shall provide spot elevations including:
 - a) Natural features such as grade breaks, top and toe of banks or benches, water courses, and rock outcrops or large boulders, large trees (trunk and drip line), and the edges of heavy vegetation, rock fields or other features of significance to the landscape.
 4. The field codes, field code CAD Blocks, and import layers shall be per Section 5 – CAD Standards for Deliverables. The Survey Consultant shall provide an electronic copy of survey point description codes, field code CAD Block and import layering used during field survey and import into CAD where not provided.
- B. Task 2: Provide Survey Control:** This task includes providing physical horizontal and vertical control points based on the project's control system and information for contract documents including survey points (PNEZD), a basis of bearing, benchmarks for vertical control, and datum information. Surveys shall be performed in a Global Coordinate System datum in the state plane coordinate system. Provide NAD-1983 for the northing (y) and easting (x) horizontal reference and NAVD-1988 for the vertical reference based on project requirements tied to local county benchmarks.
1. Surveys shall be conducted to the following accuracies:
 - a) **Control Points:** Control point shall be provided to an accuracy of 0.02 ft. of its true position as expressed by the coordinates (N, E, and Z) computed for the point.
 - b) **Planimetric Features.** Planimetric features shall be provided to an accuracy of at least 0.1 ft. (1-in +/-) of their true position, and none of the features shall be misplaced on the finished map by more than 0.25 ft. from their true coordinate position.
 - c) **Spot Elevations.** Spot elevations shall have an accuracy of at least one-fourth (1/4) the contour interval. Elevations in error by more than one-quarter (1/4) the contour interval shall be repeated.
 2. Establish and locate **two [2]** horizontal and vertical control points and/or benchmarks with northing (y), easting (x), elevation (z) coordinate information and descriptions. At a minimum, **one [1]** primary control shall be located outside of each lift station site to avoid disturbance over the life of the project.
 3. Provide latitude/longitude in the state plane coordinate system and transformation equations for project survey control.
 4. Provide an equation to convert elevations from the 1988 NAVD and the 1929 NGVD datums for the site to allow for conversion of elevation callouts from older drawing sets.
 5. Provide field notes, electronic acsii format and hard copy of the survey control point file (point, northing, easting, elevation, description, comma delineated), and published descriptions, locations and elevations of benchmarks used to establish vertical control.

2. CAD Standards for Deliverables

Electronic CAD files shall be prepared in AutoCAD Civil 3D [2018] format per the latest **Brown and Caldwell or National Cad Standards (NCS)** drafting standards and CAD guidelines. No elements shall be created or placed on layer zero.

Drawings Borders and CTB files(s) for plotted drawings, pdfs, etc. shall be provided by **Brown and Caldwell**. Field Codes, code blocks and associated layering shall be provided by **Brown and Caldwell**.

Send all correspondence
7997 SW Jack James Drive
Stuart, FL 34997
(772) 286-5753 • Fax (772) 286-5933

208 North U.S. Highway One, #8
Tequesta, FL 33469
(561) 575-5275

3. Base Map Requirements

A. Base map (electronic or hardcopy) shall:

1. Be provided at a scale of 1" = 20' plotted on a full size (22" x 34") drawing. **Provided to a graphical scale in feet using a standard engineering scale for the plotted base map on a full size (22" x 34") drawing.** Multiple drawings with a key map for large or long sites shall be provided as required.
2. Be provided in the CAD Software and drafting standards and CAD guidelines listed above. All layering shall follow the standard layering system.
3. The base map(s) shall have [one] foot contours with each even contour identified. Contours should be drawn as AutoCAD 3D contours or polylines with the elevation of the polyline set to the contour elevation in feet. Where not specified, use different line weights and/or screening levels to differentiate between index and intermediate contours.
4. Be oriented with either true north or plan north, up. Plan north may be used when the angle between plan north and true north is greater than 30 degrees different. Provide north arrow for true north and for plan north (when used).
5. Provide all annotation and labels shall be on separate layers from the line work and features they are associated with. All text shall be oriented so that it is not inverted when read from the bottom or right side of the plot. Spot elevations text shall be oriented up and to the right.

B. Provide an AutoCAD Civil 3D [2018] surface file or the TIN file used to generate contours. The TIN shall include break lines across features such as curbs, drainage channels and banks and the edges of features that have sharp vertical or near-vertical drops such as walls. All other line work may be drawn at elevation 0.0.. The supporting point plot data indicates the surveyed elevation.

C. Base mapping shall be provided with the following additional products/data:

1. A survey point file in electronic ASCII format, comma delineated with all data points (PNEZD), field code/description) used to develop the mapping.
2. CTB file(s) used to create full-size and half-size plots of the topo/base map.
3. Hard copies and, if applicable, electronic copies of all drawings used to generate the locations of right-of-way lines, center lines, utility record drawings, etc.

Provide **one (1)** electronic copy (pdf) of the complete base map on CD.

4. **Task 4: Provide Soft Dig test holes:** ten (10) test hole services will be performed by Infamap Corp. Shoot the top of pipe location and elevation in each of the 6 test holes.
5. Task 5: acquire an ownership and encumbrances title search of the site. Reimbursement expense estimated.
6. Task 6: Perform a Boundary Survey in accordance with the standards of Practice per FAC 5J-17.050, pursuant to F.S. 472.027.

COMPENSATION

The fee for the services for tasks 1 through 3 described herein will be lump fee \$12,900.00

The fee for task 4 (10 test holes) will be \$6,100.00

The fee for task 5 will be a lump sum fee of \$1,200.00 (Estimated expense)

The fee for task 6 will be a lump sum fee of \$6,000.00

Any additional services required will be done on a time and materials basis.

Respectfully,



Elizabeth A. Lindsay, P.L.S.
President

S:/proposals/BL4/mydocs/browncaldwell/19-pahokcc-allrevisedaugust.doc

Send all correspondence
7997 SW Jack James Drive
Stuart, FL 34997
(772) 286-5753 • Fax (772) 286-5933

208 North U.S. Highway One, #8
Tequesta, FL 33469
(561) 575-5275

ATTACHMENT - F

**Palm Beach County Water Utilities Department
Consulting/Professional Services
Wastewater Engineering**

Resolution #: R2017-0813

Contract Dated June 20, 2017

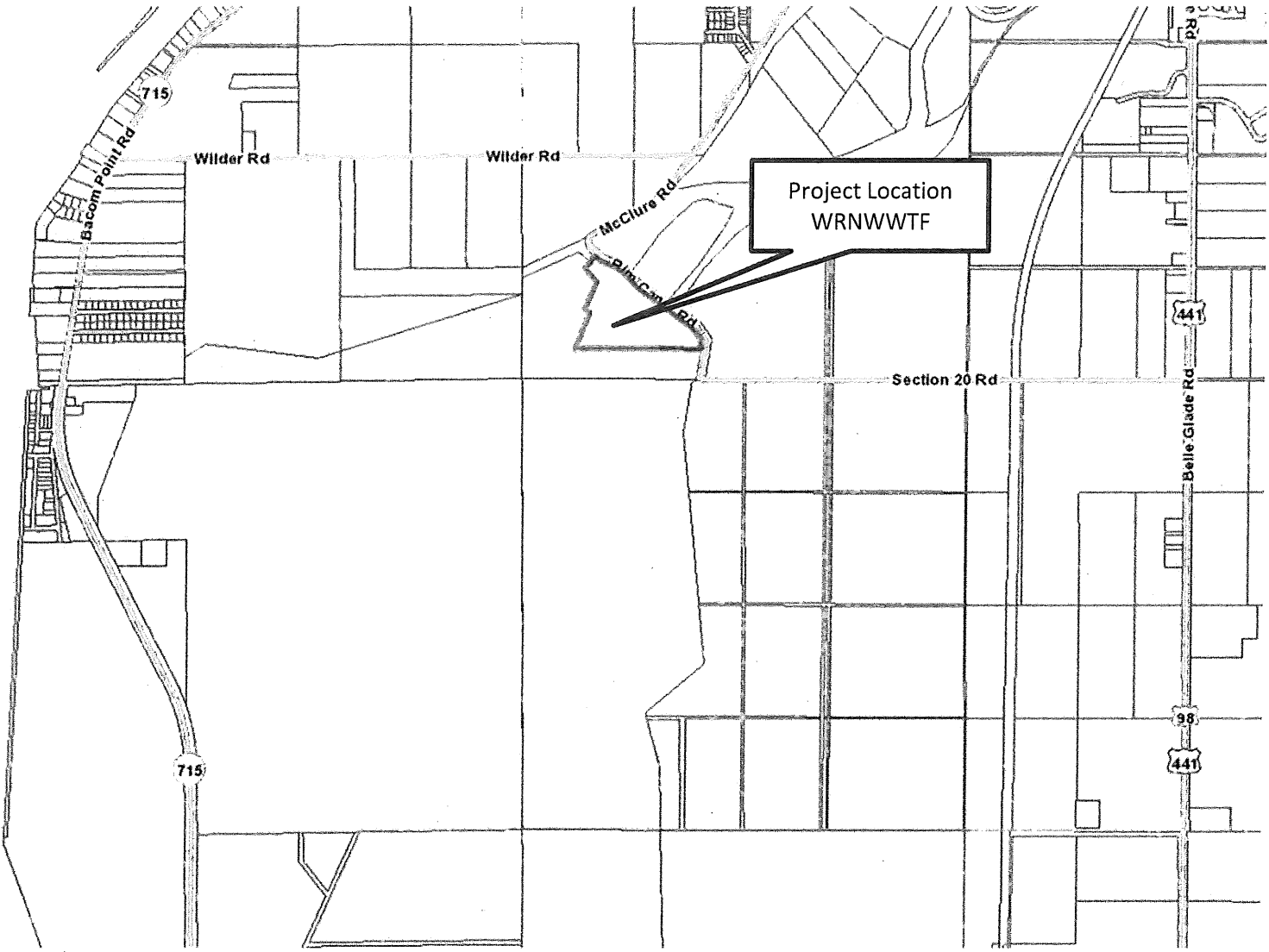
AUTHORIZATION STATUS REPORT

**SUMMARY OF
SBE-M/WBE MINORITY BUSINESS TRACKING**

Master Contract Goal: <u>26.0%</u>	SBE
Current Proposal	
Value of Authorization No. <u>06</u>	\$279,431.21
Value of SBE-M/WBE Letters of Intent	\$108,600.00
Actual Percentage	<u>38.86%</u>
Signed/Approved Authorizations	
Total Value of Authorizations	\$683,115.00
Total Value of SBE-M/WBE Signed Subcontracts	\$148,337.88
Actual Percentage	<u>21.71%</u>
Signed/Approved Authorizations Plus Current Proposal	
Total Value of Authorizations	\$962,546.21
Total Value of Subcontracts & Letters of Intent	\$256,937.88
Actual Percentage	<u>26.69%</u>

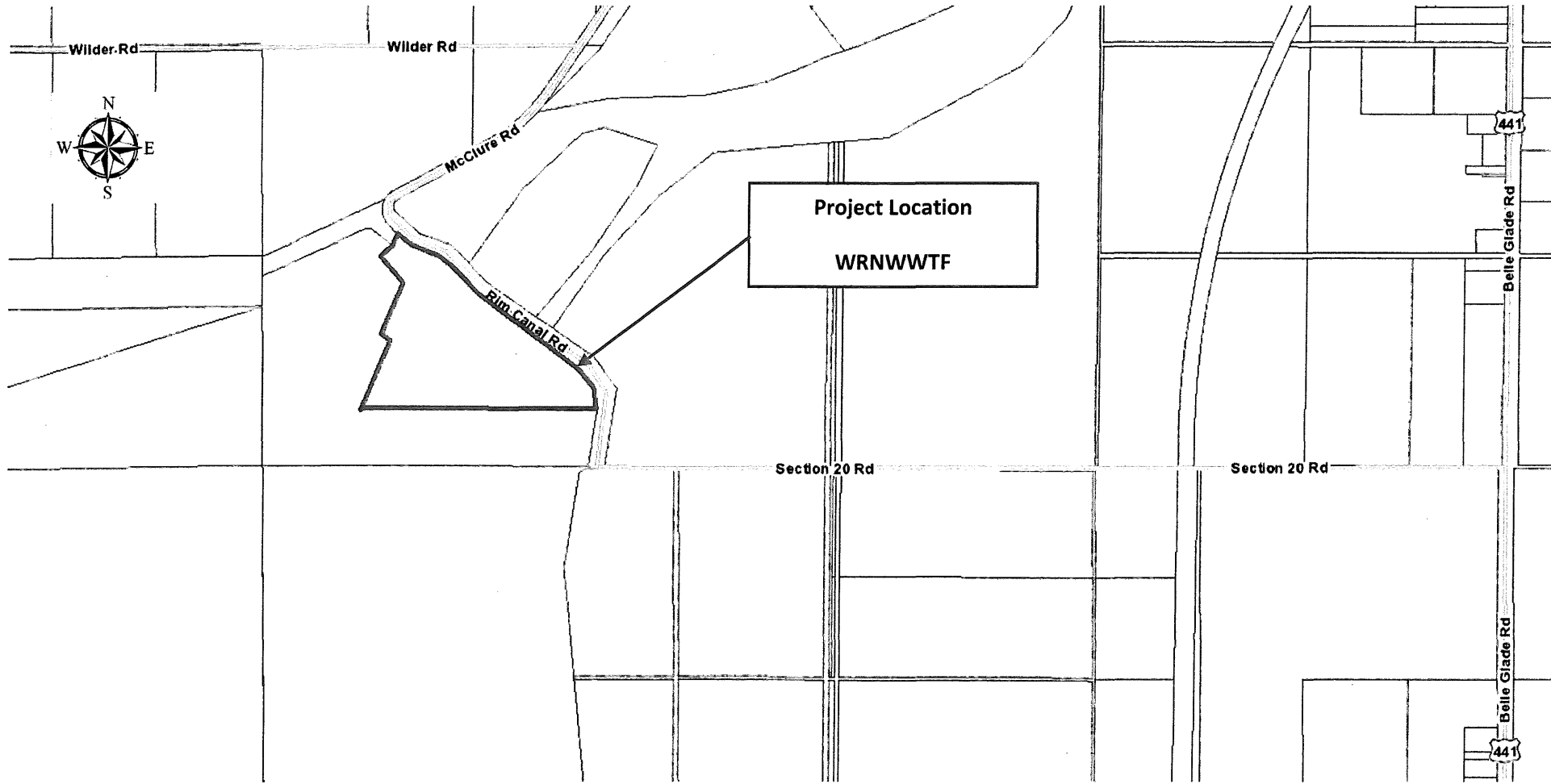
Revised 8-6-19

ATTACHMENT - G
LOCATION MAP



19-035 WRNWWTF Electrical and Wet Weather Improvements

ATTACHMENT 2
Location Map



ATTACHMENT 3



CERTIFICATE OF LIABILITY INSURANCE

5/31/2020

DATE (MM/DD/YYYY)
9/13/2019

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 rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000	CONTACT NAME: PHONE (A/C. No. Ext): _____ FAX (A/C. No): _____ E-MAIL ADDRESS: _____														
INSURED 1054714 BROWN AND CALDWELL AND ITS WHOLLY OWNED SUBSIDIARIES AND AFFILIATES 201 NORTH CIVIC DRIVE, SUITE 300 WALNUT CREEK CA 94596	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Hartford Fire Insurance Company</td> <td style="text-align: center;">19682</td> </tr> <tr> <td>INSURER B : Property and Casualty Ins Co of Hartford</td> <td style="text-align: center;">34690</td> </tr> <tr> <td>INSURER C : Lloyds of London</td> <td></td> </tr> <tr> <td>INSURER D : Twin City Fire Insurance Company</td> <td style="text-align: center;">29459</td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Hartford Fire Insurance Company	19682	INSURER B : Property and Casualty Ins Co of Hartford	34690	INSURER C : Lloyds of London		INSURER D : Twin City Fire Insurance Company	29459	INSURER E :		INSURER F :	
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INSURER E :															
INSURER F :															

COVERAGES * CERTIFICATE NUMBER: 14692041 REVISION NUMBER: XXXXXXXX

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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: _____	Y	Y	37CSEQU1172	5/31/2019	5/31/2020	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY	Y	Y	37CSEQU1173	5/31/2019	5/31/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX AGGREGATE \$ XXXXXXXX \$ XXXXXXXX
B D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	37WNQU1170 37WBRQU1171	5/31/2019 5/31/2019	5/31/2020 5/31/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 2,000,000 E.L. DISEASE - EA EMPLOYEE \$ 2,000,000 E.L. DISEASE - POLICY LIMIT \$ 2,000,000
C	PROFESSIONAL LIABILITY	N	N	LDUSA1900482	5/31/2019	5/31/2020	\$3,000,000 PER CLAIM & AGGREGATE

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 THIS CERTIFICATE SUPERSEDES ALL PREVIOUSLY ISSUED CERTIFICATES FOR THIS HOLDER, APPLICABLE TO THE CARRIERS LISTED AND THE POLICY TERM(S) REFERENCED.
 SID 57335. CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES. WASTEWATER ENGINEERING SERVICES, PROJECT No. WUD 17-002.*** SEE ATTACHED***

CERTIFICATE HOLDER

14692041
 PAL - 21
 PALM BEACH COUNTY
 WATER UTILITIES DEPARTMENT
 DIRECTOR OF ENGINEERING DIVISION
 8100 FOREST HILL BLVD,
 WEST PALM BEACH FL 33413

CANCELLATION See Attachments

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

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THIRTY DAYS NOTICE OF CANCELLATION BY THE INSURER WILL BE PROVIDED TO THE CERTIFICATE HOLDER WITH RESPECT TO THE LIABILITY AND WORKERS COMPENSATION POLICIES. TEN DAYS NOTICE WILL BE PROVIDED TO THE FIRST NAMED INSURED IN THE EVENT OF NONPAYMENT OF PREMIUM. PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA, AND ITS OFFICERS, EMPLOYEES AND AGENTS ARE ADDITIONAL INSUREDS AS RESPECTS GENERAL LIABILITY AND AUTO LIABILITY, AND THESE COVERAGES ARE PRIMARY, AS REQUIRED BY WRITTEN CONTRACT. THE ADDITIONAL INSUREDS' OWN COVERAGE IS EXCESS OF AND NON-CONTRIBUTORY WITH THE GENERAL LIABILITY, AND ON THE AUTO LIABILITY AS RESPECTS THE USE OF VEHICLES OWNED BY BROWN AND CALDWELL WHERE REQUIRED BY WRITTEN CONTRACT. WAIVER OF SUBROGATION APPLIES TO GENERAL LIABILITY AND AUTO LIABILITY WHERE ALLOWED BY STATE LAW AND AS REQUIRED BY WRITTEN CONTRACT.

Named Insured: BROWN AND CALDWELL AND ITS WHOLLY OWNED SUBSIDIARIES
Carrier: Hartford Fire Insurance Company
Policy Number: 37CSEQU1172
Policy Term: 5/31/2019 to 5/31/2020

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

NOTICE OF CANCELLATION TO CERTIFICATE HOLDERS

PAL - 21
PALM BEACH COUNTY
DIRECTOR OF ENGINEERING DIVISION
8100 FOREST HILL BLVD,
WEST PALM BEACH, FL 33413

This policy is subject to the following additional conditions:

- A. If this policy is cancelled by the Company, other than for non-payment of premium, notice of such cancellation will be provided at least sixty (60) days in advance of the cancellation effective date to the certificate holder(s) with mailing addresses on file with the agent of record or the Company.
- B. If this policy is cancelled by the Company for non-payment of premium, or by the insured, notice of such cancellation will be provided within ten (10) days of the cancellation effective date to all certificate holder(s) with mailing addresses on file with the agent of record or the Company.

If notice is mailed, proof of mailing to the last known postal mailing address of the certificate holder(s) on file with the agent of record or the Company will be sufficient proof of notice.

Any notification rights provided by this endorsement apply only to the active certificate holder(s) who were issued a certificate of insurance applicable to this policy's term.

Failure to provide such notice to the certificate holder(s) will not amend or extend the date the cancellation becomes effective, nor will it negate cancellation of the policy. Failure to send notice shall impose no liability of any kind upon the Company or its agents or representatives.

IH 12 00 11 85

Named Insured: BROWN AND CALDWELL AND ITS WHOLLY OWNED SUBSIDIARIES
Carrier: Hartford Fire Insurance Company
Policy Number: 37CSEQU1173
Policy Term: 5/31/2019 to 5/31/2020

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

NOTICE OF CANCELLATION TO CERTIFICATE HOLDERS

PAL - 21
PALM BEACH COUNTY
DIRECTOR OF ENGINEERING DIVISION
8100 FOREST HILL BLVD,
WEST PALM BEACH, FL 33413

This policy is subject to the following additional conditions:

- A. If this policy is cancelled by the Company, other than for non-payment of premium, notice of such cancellation will be provided at least sixty (60) days in advance of the cancellation effective date to the certificate holder(s) with mailing addresses on file with the agent of record or the Company.
- B. If this policy is cancelled by the Company for non-payment of premium, or by the insured, notice of such cancellation will be provided within ten (10) days of the cancellation effective date to all certificate holder(s) with mailing addresses on file with the agent of record or the Company.

If notice is mailed, proof of mailing to the last known postal mailing address of the certificate holder(s) on file with the agent of record or the Company will be sufficient proof of notice.

Any notification rights provided by this endorsement apply only to the active certificate holder(s) who were issued a certificate of insurance applicable to this policy's term.

Failure to provide such notice to the certificate holder(s) will not amend or extend the date the cancellation becomes effective, nor will it negate cancellation of the policy. Failure to send notice shall impose no liability of any kind upon the Company or its agents or representatives.

IH 12 00 11 85

Named Insured: BROWN AND CALDWELL AND ITS WHOLLY OWNED SUBSIDIARIES
Carrier: Property and Casualty Ins Co of Hartford & Twin City Fire Insurance Company
Policy Number: 37WNQU1170 & 37WBRQU1171
Policy Term: 5/31/2019 to 5/31/2020

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

NOTICE OF CANCELLATION TO CERTIFICATE HOLDERS

PAL - 21
PALM BEACH COUNTY
DIRECTOR OF ENGINEERING DIVISION
8100 FOREST HILL BLVD,
WEST PALM BEACH, FL 33413

This policy is subject to the following additional conditions:

- A. If this policy is cancelled by the Company, other than for non-payment of premium, notice of such cancellation will be provided at least sixty (60) days in advance of the cancellation effective date to the certificate holder(s) with mailing addresses on file with the agent of record or the Company.
- B. If this policy is cancelled by the Company for non-payment of premium, or by the insured, notice of such cancellation will be provided within ten (10) days of the cancellation effective date to all certificate holder(s) with mailing addresses on file with the agent of record or the Company.

If notice is mailed, proof of mailing to the last known postal mailing address of the certificate holder(s) on file with the agent of record or the Company will be sufficient proof of notice.

Any notification rights provided by this endorsement apply only to the active certificate holder(s) who were issued a certificate of insurance applicable to this policy's term.

Failure to provide such notice to the certificate holder(s) will not amend or extend the date the cancellation becomes effective, nor will it negate cancellation of the policy. Failure to send notice shall impose no liability of any kind upon the Company or its agents or representatives.

IH 12 00 11 85

Named Insured: BROWN AND CALDWELL AND ITS WHOLLY OWNED SUBSIDIARIES
Policy Number: LDUSA1900482
Policy Term: 5/31/2019 to 5/31/2020

PROFESSIONAL AND POLLUTION LIABILITY - NOTICE OF CANCELLATION

PAL - 21
PALM BEACH COUNTY
DIRECTOR OF ENGINEERING DIVISION
8100 FOREST HILL BLVD,
WEST PALM BEACH, FL 33413

IN THE EVENT THE UNDERWRITERS CANCEL OR NON-RENEW THIS POLICY OR IN THE EVENT OF A MATERIAL CHANGE TO THIS POLICY, UNDERWRITERS SHALL MAIL WRITTEN NOTICE OF SUCH CANCELLATION, NON-RENEWAL OR MATERIAL CHANGE, TO SUCH CERTIFICATE HOLDER WITHIN A SPECIFIED PERIOD OF TIME; PROVIDED, HOWEVER, THAT THE INSURERS SHALL NOT BE REQUIRED TO PROVIDE SUCH NOTICE MORE THAN 45 DAYS PRIOR TO THE EFFECTIVE DATE OF CANCELLATION, NON-RENEWAL OR MATERIAL CHANGE.

Attachment Code: D465374
Certificate ID: 14692041

Named Insured: BROWN AND CALDWELL AND ITS WHOLLY OWNED SUBSIDIARIES
Carrier: Hartford Fire Insurance Company
Policy Number: 37CSEQU1173
Policy Term: 5/31/2019 to 5/31/2020

D. Additional Insured if Required by Contract

(1) Paragraph A.1. - WHO IS AN INSURED - of Section II - Liability Coverage is amended to add:

f. When you have agreed, in a written contract or written agreement, that a person or organization be added as additional insured on your business auto policy, such person or organization is an "insured", but only to the extent such person or organization is liable for "bodily injury" or "property damage" caused by the conduct of an "insured" under paragraphs a. or b. of Who Is An Insured with regard to the ownership, maintenance or use of covered "auto".

The insurance afforded to any such additional insured applies only if the "bodily injury" or "property damage" occurs:

- (1) During the policy period, and
- (2) Subsequent to the execution of such written contract, and
- (3) Prior to the expiration of the period of time that the written contract requires such insurance be provided to the additional insured.

(2) How Limits Apply

If you have agreed in a written contract or written agreement that another person or organization be added as an additional insured on your policy, the most we will pay on behalf of such additional insured is the lesser of:

- (a) The limits of insurance specified in the written contract or written agreement; or
- (b) The Limits of Insurance shown in the Declarations

Such amount shall be a part of and not in addition to Limits of Insurance shown in the Declarations and describes in this Section.

(3) Additional Insureds Other Insurance

If we cover a claim or "suit" under this Coverage Part that may also be covered by other insurance available to an additional insured, such additional insured must submit such claim or "suit" to the other insurer for defense and indemnity.

However, this provision does not apply to the extent that you have agreed in a written contract or written agreement that this insurance is primary and non-contributory with the additional insured's own insurance.

(4) Duties in The Event Of Accident, Claim, Suit, or Loss

If you have agreed in a written contract or written agreement that another person or organization be added as an additional insured on your policy, the additional insured shall be required to comply with the provision in LOSS CONDITIONS 2. - DUTIES IN THE EVENT OF ACCIDENT, CLAIM, SUIT OR LOSS - OF SECTION IV - BUSINESS AUTO CONDITIONS, in the same manner as the Named Insured.

E. Primary and Non-Contributory if Required by Contract

Only with respect to insurance provided to an additional insured in 1.D. - Additional Insured If Required by Contract, the following provisions apply:

1. Primary Insurance When Required By Contract

This insurance is primary if you have agreed in a written contract or written agreement that this insurance be primary. If other insurance is also primary, we will share with all that other insurance by the method described in Other Insurance 5.d.

2. Primary And Non-Contributory To Other Insurance When Required By Contract

If you have agreed in a written contract or written agreement that this insurance is primary and non-contributory with the additional insured's own insurance, this insurance is primary and we will not seek contribution from that other insurance.

Paragraphs **(3)** and **(4)** do not apply to other insurance to which the additional insured has been added as an additional insured.

When this insurance is excess, we will have no duty to defend the insured against any "suit" if any other insurer has a duty to defend the insured against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

1. The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
2. The total of all deductible and self-insured amounts under all that other insurance.

Named Insured: BROWN AND CALDWELL AND ITS WHOLLY OWNED SUBSIDIARIES
Policy Number: 37CSEQU1172
Policy Term: 5/31/2019 to 5/31/2020

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED BY CONTRACT OR AGREEMENT -
OPTION II**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Additional Insured Person(s) or Organization(s):	Designated Project(s) or Location(s) of Covered Operations:
ALL	ALL
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

- A. Section II - Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule above with whom you agreed in a written contract or written agreement to provide insurance such as is afforded under this policy, but only to the extent that such person or organization is liable for "bodily injury", "property damage" or "personal and advertising injury" caused by:
1. Your acts or omissions or the acts or omissions of those acting on your behalf:
 - a. In the performance of your ongoing operations for such additional insured at the project(s) or location(s) designated in the Schedule;
 - b. In connection with your premises owned by or rented to you and shown in the Schedule; or
 - c. In connection with "your work" for the additional insured at the project(s) or location(s) designated in the Schedule and included within the "products-completed operations hazard", but only if:
 - (1) The written contract or agreement requires you to provide such coverage to such additional insured at the project(s) or location(s) designated in the Schedule; and
 - (2) This Coverage Part provides coverage for "bodily injury" or "property damage" included within the "products-completed operations hazard".
 1. The acts or omissions of the additional insured in connection with their general supervision of your operations at the projects or locations designated in the Schedule.
- B. The insurance afforded to these additional insureds applies only if the "bodily injury" or "property damage" occurs, or the "personal and advertising injury" offense is committed:**
1. During the policy period; and
 2. Subsequent to the execution of such written contract or written agreement; and
 3. Prior to the expiration of the period of time that the written contract or written agreement requires such insurance be provided to the additional insured.

- C. With respect to the insurance afforded to the additional insureds under this endorsement, the following additional exclusion applies:

This insurance does not apply to "bodily injury", "property damage" or "personal and advertising injury" arising out of the rendering of or failure to render any professional architectural, engineering or surveying services by or for you, including:

1. The preparing, approving, or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders, designs or specifications; and
2. Supervisory, inspection, architectural or engineering activities.

C. Limits of Insurance

With respect to insurance provided to the additional insured shown in the Schedule, Paragraph 8. How Limits of Insurance Apply To Additional Insureds in **Section III - Limits of Insurance** does not apply.

D. Duties Of Additional Insureds In The Event Of Occurrence, Offense, Claim Or Suit

The Duties Condition in **Section IV - Conditions** is replaced by the following and applies to the additional insured shown in the Schedule:

1. Notice Of Occurrence Or Offense

The additional insured must see to it that we are notified as soon as practicable of an "occurrence" or an offense which may result in a claim. To the extent possible, notice should include:

- d. How, when and where the "occurrence" or offense took place;
- e. The names and addresses of any injured persons and witnesses; and
- f. The nature and location of any injury or damage arising out of the "occurrence" or offense.

2. Notice Of Claim

If a claim is made or "suit is brought" against the additional insured, the additional insured must:

- a. Immediately record the specifics of the claim or "suit" and the date received; and
- b. Notify us as soon as practicable.
The additional insured must see to it that we receive written notice of the claim or "suit" as soon as practicable.

3. Assistance And Cooperation Of The Insured

The additional insured must:

- a. Immediately send us copies of any demands, notices, summonses or legal papers received in connection with the claim or "suit";
- b. Authorize us to obtain records and other information;
- c. Cooperate with us in the investigation or settlement of the claim or defense against the "suit"; and
- d. Assist us, upon our request, in the enforcement of any right against any person or organization which may be liable to the insured because of injury or damage to which this insurance may also apply.

4. Obligations At The Additional Insureds Own Cost

No additional insured will, except at that insured's own cost, voluntarily make a payment, assume any obligation, or incur any expense, other than for first aid, without our consent.

5. Additional Insureds Other Insurance

If we cover a claim or "suit" under this Coverage Part that may also be covered by other insurance available to the additional insured, such additional insured must submit such claim or "suit" to the other insurer for defense and indemnity.

However, this provision does not apply to the extent that you have agreed in a written contract or written agreement that this insurance is primary and non-contributory with the additional insured's own insurance.

6. Knowledge Of An Occurrence, Offense, Claim Or Suit

Paragraphs 1. and 2. apply to the additional insured only when such "occurrence", offense, claim or "suit" is known to:

- a. The additional insured that is an individual;
- b. Any partner, if the additional insured is a partnership;
- c. Any manager, if the additional insured is a limited liability company;
- d. Any "executive officer" or insurance manager, if the additional insured is a corporation;
- e. Any trustee, if the additional insured is a trust; or
- f. Any elected or appointed official, if the additional insured is a political subdivision or public entity.

E. Other Insurance

With respect to insurance provided to the additional insured shown in the Schedule, the Other Insurance Condition **Section IV - Conditions** is replaced by the following:

1. Primary Insurance

a. Primary Insurance When Required By Contract

This insurance is primary if you have agreed in a written contract or written agreement that this insurance be primary. If other insurance is also primary we will share with all that other insurance by the method described in **3.** below.

b. Primary And Non-Contributory To Other Insurance When Required By Contract

If you have agreed in a written contract or written agreement that this insurance is primary and non-contributory with the additional insured's own insurance, this insurance is primary and we will not seek contribution from that other insurance.

Paragraphs a. and b. do not apply to other insurance to which the additional insured has been added as an additional insured or to other insurance described in

paragraph 2. below.

2. Excess Insurance

This insurance is excess over any of the other insurance, whether primary, excess, contingent or on any other basis:

c. Your Work

That is Fire, Extended Coverage, Builder's Risk, Installation Risk or similar coverage for "your work";

d. Premises Rented to You

That is fire, lightning or explosion insurance for premises rented to you or temporarily occupied by you with permission of the owner;

e. Tenant Liability

That is insurance purchased by you to cover your liability as a tenant for "property damage" to premises rented to you or temporarily occupied by you with permission of the owner;

f. Aircraft, Auto Or Watercraft

If the loss arises out of the maintenance or use of aircraft, "autos" or watercraft to the extent not subject to Exclusion g. of Section I - Coverage A - Bodily Injury And Property Damage Liability;

g. Property Damage To Borrowed Equipment Or Use Of Elevators

If the loss arises out of "property damage" to borrowed equipment or the use of elevators to the extent not subject to Exclusion j. of Section I - Coverage A - Bodily Injury Or Property Damage Liability; or

h. When You Are Added As An Additional Insured To Other Insurance

That is any other insurance available to you covering liability for damages arising out of the premises or operations, or products and completed operations, for which you have been added as an additional insured by that insurance.

When this insurance is excess, we will have no duty under Coverages A or B to defend the insured against any "suit" if any other insurer has a duty to defend against that "suit". If no other insurer defends, we will undertake to do so, but we will be entitled to the insured's rights against all those other insurers.

When this insurance is excess over other insurance, we will pay only our share of the amount of the loss, if any, that exceeds the sum of:

- a. The total amount that all such other insurance would pay for the loss in the absence of this insurance; and
- b. The total of all deductible and self-insured amounts under all that other insurance.

We will share the remaining loss, if any, with any other insurance that is not described in this Excess Insurance provision and was not bought specifically to apply in excess of the Limits of Insurance shown in the Declarations of this Coverage Part.

3. Method of Sharing

If all other insurance permits contribution by equal shares, we will follow this method also. Under this approach each insurer contributes equal amounts until it has paid its applicable limit of insurance or none of the loss remains, whichever comes first.

If any of the other insurance does not permit contribution by equal shares, we will contribute by limits. Under this method, each insurer's share is based on the ratio of its applicable limit of insurance to the total applicable limits of insurance of all insurers.

Named Insured: BROWN AND CALDWELL AND ITS WHOLLY OWNED SUBSIDIARIES
Carrier: Hartford Fire Insurance Company
Policy Number: 37CSEQU1172
Policy Term: 5/31/2019 to 5/31/2020

COMMERCIAL GENERAL LIABILITY COVERAGE FORM

SECTION IV - COMMERCIAL GENERAL LIABILITY CONDITIONS

8. Transfer of Rights of Recovery Against Others to Us

Waiver of Rights of Recovery (Waiver of Subrogation)

If the insured has waived any rights of recovery against any person or organization for all or part of any payment, including Supplementary Payments, we have made under this Coverage Part, we also waive that right, provided the insured waived their rights of recovery against such person or organization in a contract, agreement or permit that was executed prior to the injury or damage.

Named Insured: BROWN AND CALDWELL AND ITS WHOLLY OWNED SUBSIDIARIES
Carrier: Hartford Fire Insurance Company
Policy Number: 37CSEQU1173
Policy Term: 5/31/2019 to 5/31/2020

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

RIGHTS OF RECOVERY AGAINST OTHERS

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

For any person or organization for whom you are required by contract to provide a waiver of subrogation, the Loss Condition - TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US is applicable.

Transfer Of Rights Of Recovery Against Others To Us

If any person or organization to or for whom we make payment under this Coverage Form has rights to recover damages from another, those rights are transferred to us. That person or organization must do everything necessary to secure our rights and must do nothing after "accident" or "loss" to impair them.

Attachment Code: D465342
Certificate ID: 14692041