



**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2020	2021	2022	2023	2024
Capital Expenditures	<u>\$69,829</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Operating Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
External Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Program Income (County)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In-Kind Match County	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>NET FISCAL IMPACT</b>	<b><u>\$69,829</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>0</u></b>
<b>Budget Account No.:</b>	<b>Fund <u>4011</u> Dept <u>721</u> Unit <u>W010</u> Object <u>6545</u></b>				

Is Item Included in Current Budget? Yes X No     

Does this item include the use of federal funds? Yes      No X

Reporting Category N/A

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

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




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

**III. REVIEW COMMENTS**

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

 4/9/2020  
OFMB 804/a

 4/14/2020  
Contract Development and Control

**B. Legal Sufficiency:**

 4/15/2020  
Assistant County Attorney

**C. Other Department Review:**

\_\_\_\_\_  
Department Director

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



**AMENDMENT NO. 2  
TO  
CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES  
SOUTHERN REGION WATER RECLAMATION FACILITY ENGINEERING SERVICES FOR  
HEADWORKS AND EFFLUENT TRANSFER PUMPING IMPROVEMENTS  
PROJECT NO. 15-095**

This Amendment No. 2 is made as of the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, by and between Palm Beach County, a Political Subdivision of the State of Florida, by and through its Board of County Commissioners, hereinafter referred to as the COUNTY, and Hazen and Sawyer, P.C. [ ] an individual, [ ] a partnership, [X] a corporation authorized to do business in the State of Florida, hereinafter referred to as the ENGINEER, whose Federal I.D. is 13-2904652.

In consideration of the mutual promises contained herein, the COUNTY and the ENGINEER agree that the Contract for Consulting/Professional Services entered into by the parties on July 12, 2016, and referenced by County Resolution Number R2016-0905 (hereinafter "the CONTRACT"), is amended as follows:

1. The project schedule set forth in Article 2 included an original completion of services date of August 16, 2019, which was extended in Amendment No. 1 to the CONTRACT (R2019-0965) for an additional 274 calendar days to May 16, 2020. The project schedule of the CONTRACT is hereby extended by an additional 365 calendar days to reflect a new completion of services date of May 16, 2021. All schedules, tables, charts, or other items of the CONTRACT containing the project schedule are hereby similarly amended to reflect a new completion of services date of May 16, 2021.
2. The modified Scope of Work is contained in Exhibit A2 attached hereto and made a part hereof for the additional services contained in this Amendment No. 2.
3. The compensation as provided in the CONTRACT was for a lump sum fee of \$664,100.00 plus a not to exceed amount of \$622,570.00 for a total of \$1,286,670.00. The not to exceed amount was increased from \$622,570.00 to \$774,852.61 in Work Task Order No. 1 (R2019-0323) for a total of \$1,438,952.61. The lump sum fee of \$664,100.00 and the not to exceed amount of \$774,852.61 were increased to \$688,728.74 and \$984,576.33, respectively, in Work Task Order No. 2 (2019-1907) for a total of \$1,673,305.07. Amendment No. 2 will increase the not to exceed amount by \$69,828.58 from \$984,576.33 to \$1,054,404.91 for a total of \$1,743,133.65. The modified Schedule of Payments is contained in Exhibit B2 attached hereto and made a part hereof for the additional services contained in this Amendment No. 2.
4. The modified SBE schedules 1 and 2 are contained in Exhibit C2 attached hereto and made a part hereof for the additional services contained in this Amendment No. 2.

All other provisions of the CONTRACT, as modified Amendment No. 1, Work Task Order No. 1, and Work Task Order No. 2, shall remain unchanged by this Amendment No. 2 and shall remain in full force and effect.

**AMENDMENT NO. 2  
TO  
CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES  
SOUTHERN REGION WATER RECLAMATION FACILITY ENGINEERING SERVICES FOR  
HEADWORKS AND EFFLUENT TRANSFER PUMPING IMPROVEMENTS  
PROJECT NO. 15-095**

IN WITNESS WHEREOF, this Amendment No. 2 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: \_\_\_\_\_  
Dave Kerner, Mayor *JKE*

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

Approved as to Form and Legal Sufficiency ENGINEER: HAZEN AND SAWYER, P.C.

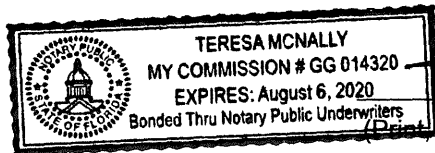
Signed: \_\_\_\_\_  
*Albert Muniz*  
(Signature)

Typed Name: \_\_\_\_\_  
County Attorney Albert Muniz / Vice President  
(Name and Title)

3/13/20  
Date

STATE OF FLORIDA  
COUNTY OF Palm Beach

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization,  
this 13<sup>th</sup> day of March, 2020 by Albert Muniz who is  personally  
known to me or  has produced \_\_\_\_\_ as identification.



*Teresa McNally*  
(Signature of Notary Public - State of Florida)

Teresa McNally  
Type, or Stamp Commissioned Name of Notary Public

## EXHIBIT – A2

### SCOPE OF WORK

**WUD Project No.: 15-095**

**Project Title:** Southern Region Water Reclamation Facility Engineering Services for Headworks and Effluent Transfer Pumping Improvements

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#### INTRODUCTION

On July 12, 2016 Palm Beach County Board of County Commissioners (COUNTY) entered into an agreement entitled Contract for Consulting/Professional Services Southern Region Water Reclamation Facility Engineering Services for Headworks and Effluent Transfer Pumping Improvements – Palm Beach County Water Utilities Department (WUD) Project No. 15-095 (CONTRACT) with Hazen and Sawyer, P.C. (ENGINEER) to provide engineering services for design, permitting assistance, bidding support and construction services.

#### BACKGROUND

The above referenced professional services are related to WUD's Southern Region Water Reclamation Facility (SRWRF). The project aims to enhance operational efficiency by replacing aging infrastructure in the pretreatment building and the effluent pump station. The scope for this project includes, but is not limited to, replacement of three (3) existing influent screens with four (4) new center flow band screens and associated upgrades to the screenings handling and disposal systems (such as screenings washer/compactors, screenings conveyance, and truck trailer loading modifications). In addition, the project includes the replacement of the sole existing twenty-five (25) horsepower effluent transfer pump with a new 200 horsepower vertical turbine pump with associated variable frequency drive to match existing 200 horsepower effluent transfer pumps. The new effluent transfer pump has been pre-purchased by the WUD.

The CONTRACT with ENGINEER had an initial completion date of August 16, 2019. The construction phase of the project commenced on October 27, 2017 and is approximately 90 percent complete. Amendment No. 1 to the CONTRACT which was approved by the COUNTY on July 2, 2019 extended the CONTRACT duration an additional 274 calendar days due to the impact of delays experienced during construction of the project. The additional 274 days included in Amendment No. 1 resulted in a revised CONTRACT completion date of May 17, 2020. The Project continues to experience delays in construction and forecasts additional slippage to the construction schedule. Amendment No. 2 will extend the term of the CONTRACT an additional 365 calendar days and provides additional engineering services during construction to provide continued engineering support and assistance with the construction of the project. The additional construction services included in Amendment No. 2 are associated with supplemental meetings, submittal reviews, Contractor Requests for Information (RFIs), preparation and review of requests for proposals, and resident project representation. A more detailed summary is presented below.

## **ADDITIONAL CONSTRUCTION PHASE SCOPE OF SERVICES**

### **Task 4 – Construction Contract Administration Services**

The ENGINEER will provide additional services as identified below for the management of engineering tasks for the additional 365 day duration of the project's construction phase. Such management activities will include project coordination with COUNTY, general coordination with the Contractor, scheduling, pay requests, and general correspondence with COUNTY and the Contractor.

#### *4.1 – Pre-Construction and Monthly Progress Meetings*

ENGINEER will attend meetings with COUNTY and the Contractor. As a minimum, one (1) representative of ENGINEER will attend the project progress meetings (i.e., the Project Manager) together with the Resident Project Representative (RPR) to discuss the project progress. ENGINEER will chair the progress meeting and prepare and issue meeting minutes. Additional ENGINEER or sub-consultant team members will attend periodically to address specific subject matter as issues arise during the course of the construction work.

The original CONTRACT, Work Task Order No. 1, and Work Task Order No. 2 had assumed a combined total of 42 progress meetings. At the request of WUD, project progress meetings are held bi-weekly. Based upon biweekly meetings, eight (8) additional meetings are anticipated for the additional 365 calendar day duration of the construction phase of the project.

#### *4.2 – Submittals*

ENGINEER will consult with the COUNTY concerning the acceptability of substitute materials and equipment proposed by the apparent low bidder. ENGINEER will review shop drawings, diagrams, illustrations, catalog data, schedules and samples, equipment Operation and Maintenance (O&M) manuals, results of laboratory tests and inspections, equipment factory test certifications, equipment manufacturer certificates of proper installation, and other data that Contractors are required to submit for conformance with the design concept of the Project and compliance with the provisions of the Contract Documents. In addition, ENGINEER will receive and review items to be delivered by the Contractor(s) pursuant to the Contract Documents, including but not limited to maintenance and operating instructions, schedules, guarantees, warranties, bonds and certificates of inspection, tests and approvals. ENGINEER will provide written comments and recommendations concerning their completeness under the Contract Document.

The original CONTRACT, Work Task Order No. 1, and Work Task Order No. 2 had assumed a total of 299 shop drawings and O&M manuals were to be processed by ENGINEER with an effort of four (4) hours per submittal anticipated throughout the course of the construction phase of the project. The actual quantities of shop drawings and O&M manuals will exceed the assumed amount with a total of 365 shop drawings and O&M manuals now anticipated, this equates to 66 submittals beyond the 299 previously assumed for this task. The level of effort for the additional submittals remains at approximately four (4) hours per submittal.

#### *4.3 – Interpretations, Clarifications and Change Orders*

ENGINEER will issue interpretations and clarifications of Contract Documents during construction and evaluate requests for substitutions or deviations from the Contract Documents. ENGINEER will notify COUNTY of any such requested deviations or substitutions, and when reasonably necessary, provide COUNTY with a recommendation concerning same.

ENGINEER will negotiate with the Contractor the scope and cost of contract change orders using as a basis for such negotiations data or other information, emanating from the Contract Documents, including but not limited to the construction contract, general and special conditions, bid sheet, technical specifications, plans, shop drawings, material specifications, and proposed material and labor costs. ENGINEER will prepare, recommend and submit for COUNTY's approval such change orders or work change directives.

The original CONTRACT, Work Task Order No. 1, and Work Task Order No. 2 had assumed a total of 135 requests for information (RFIs) were to be addressed by ENGINEER with an effort of four (4) hours per RFI. The actual number of RFIs submitted by the Contractor exceed the assumed amount with a total of 150 RFIs now anticipated which is 15 beyond the 135 RFIs previously assumed. The level of effort for the additional RFI's remains at approximately four (4) hours per submittal.

The original CONTRACT, Work Task Order No. 1, and Work Task Order No. 2 had assumed a total of 31 change orders/work change directives were to be addressed by ENGINEER with an effort of eight (8) hours per submittal. The actual number of change orders/work change directives exceed the assumed amount with a total of 40 now anticipated which is nine (9) beyond the 31 change orders/work change directives previously assumed. The level of effort for the additional change orders/work change directives remains at approximately eight (8) hours per submittal.

#### **Task 5 – Resident Project Representative**

The ENGINEER will provide a RPR as described herein for the duration of the construction project to observe construction and monitor work. The RPR will be approved by the COUNTY.

##### *5.1 – Resident Project Representative*

ENGINEER will provide a RPR for field observation of the construction to help determine whether the general provisions of the Contract Documents are being fulfilled and to reasonably protect COUNTY against defects and deficiencies in the work of the Contractor. Compensation in Schedule A is based on providing additional RPR services for eight (8) hours per week over a 14 week duration and a total resident project representation level of effort based on 112 hours. In addition:

- ENGINEER, working principally through the Contractor's Superintendent, will assist the Contractor in the understanding the intent of the Contract Documents; and will assist COUNTY staff in serving as COUNTY's liaison with the Contractor.

- Based on available information, the ENGINEER will verify that tests, equipment and system startup are conducted in the presence of appropriate personnel and that the Contractor maintains adequate records thereof; and observe, record, and report appropriate details relative to the test procedures and startup to COUNTY and appropriate regulatory agencies. Based upon available information, ENGINEER will verify and certify to COUNTY that the constructed facilities properly operate and are in general conformance with the Contract Documents and specifications.
- ENGINEER will keep a diary or log book, recording date relative to questions of Work Directive Changes, Change Orders, or changed conditions, and observations in general
- ENGINEER will prepare a daily report for each day the RPR is on site, and submit said reports in electronic PDF format to the COUNTY on a weekly basis

ENGINEER will notify COUNTY and Contractor in writing when unsafe working conditions or safety violations are observed.



**EXHIBIT B2**  
**SCHEDULE OF PAYMENTS**  
**Southern Region Water Reclamation Facility**  
**Engineering Services for Headworks and Effluent Transfer Pumping Improvements**  
**(Project No. WUD 15-095)**

The Scope of Work to be completed by ENGINEER as defined in Exhibit A2 consists of specific completion phases which shall be clearly identified on a phase-by-phase basis upon submission to the COUNTY of certain "deliverables"\* as expressly indicated below. COUNTY is responsible for payment in each phase. COUNTY reserves the sole option to require a continuation to each phase, as needed. There is no obligation by the COUNTY to pay for a phase, unless COUNTY opts to require said work. Compensation for the work tasks stated herein shall be in accordance with the following Schedule of Payments:

**PHASE 1 – Design through Bidding**

Task(s) to be completed:

- Task 1 – Final Design
- Task 2 – Permitting
- Task 3 – Construction Bid Services
- Task 7 – Project Management

Completion Time: 13 months from receipt of Notice-to-Proceed for Tasks 1 through 3

Task 7 under the CONTRACT had an initial completion time of 36 months from receipt of Notice-to-Proceed. Completion time was extended in Amendment No. 1 to the CONTRACT for an additional 9 months and will be extended for an additional 12 months under Amendment No. 2 to the CONTRACT for a total CONTRACT completion time of 57 months from receipt of Notice-to-Proceed.

Compensation for Phase 1: The CONTRACT had an initial compensation of \$664,100.00 based on lump sum method of payment. Compensation was increased by \$24,628.74 for Task 7 under Work Task Order No. 2 for a revised CONTRACT total compensation amount of \$688,728.74.

Deliverable(s)\* Required: Listed in Exhibit A of the CONTRACT

**PHASE 2 – Construction**

Task(s) to be completed:

- Task 4 – Construction Cost Administration
- Task 5 – Resident Project Representative
- Task 6 – Operations and Maintenance Manual Update

Completion Time: The CONTRACT had an initial completion time of 36 months from receipt of Notice-to-Proceed. Completion time was extended in Amendment No. 1 to the CONTRACT for an additional 9 months and will be extended for an additional 12 months under Amendment No. 2 to the CONTRACT for a total CONTRACT completion time of 57 months from receipt of Notice-to-Proceed

Compensation for Phase 2: The CONTRACT had an initial compensation of \$664,100.00 based on a time and materials method of payment. Compensation was increased by \$152,282.61 in Work Task Order No. 1 to the CONTRACT and \$209,723.72 in Work Task Order No. 2 to the CONTRACT for a revised total compensation of \$1,026,106.33. Amendment No. 2 to the CONTRACT will increase the compensation an additional \$69,828.58 resulting in a CONTRACT total compensation amount of \$1,095,934.91.

Deliverable(s)\* Required: Listed in Exhibit A of the CONTRACT

\* *"Deliverables" shall be defined as progress reports, prepared maps, bid documents, completed drawings, specific reports, work plans, documentation of meetings attended, assessment study reports, analysis reports, summary reports, recommendation reports and related draft reports and verifiable deliverables*

## BUDGET SUMMARY

**Palm Beach County Water Utilities Department**  
**CONSULTING/PROFESSIONAL SERVICES**  
**Southern Region Water Reclamation Facility**  
**Engineering Services for Headworks and Effluent Transfer Pumping Improvements**

Resolution # R2016-0905 Contract Dated July 12, 2016

### BUDGET SUMMARY

Task No.	Task Description	Labor Classification and Hourly Rate								Total Labor	Sub Consultant Services
		Vice President	Senior Associate	Associate	Senior Principal Engineer	Engineer	Principal Designer	Designer	Office Support		
<b>4.0</b>	<b>Additional Construction Contract Administration (T&amp;M)</b>	<b>4</b>	<b>44</b>	<b>12</b>	<b>89</b>	<b>213</b>	<b>66</b>	<b>0</b>	<b>0</b>	<b>428</b>	<b>\$0.00</b>
	4.1 - Additional Meetings (6)	4	12	12	12	0	0	0	0	40	\$0.00
	4.2 - Additional Submittals (66)	0	0	0	0	198	66	0	0	264	\$0.00
	4.3.1 - Additional Requests for Information (15)	0	0	0	45	15	0	0	0	60	\$0.00
	4.3.2 - Additional Change Orders and Work Change Directives (8)	0	32	0	32	0	0	0	0	64	\$0.00
<b>5.0</b>	<b>Additional Resident Project Representative (T&amp;M)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$15,037.12</b>
	<b>SUB-TOTAL Hours</b>	<b>4</b>	<b>44</b>	<b>12</b>	<b>89</b>	<b>213</b>	<b>66</b>	<b>0</b>	<b>0</b>	<b>428</b>	<b>\$15,037.12</b>
	Labor Raw Costs	\$72.50	\$65.16	\$55.50	\$50.00	\$35.18	\$37.84	\$27.84	\$22.66		
	Labor Multiplier	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0		
	Labor Sub-Total	\$870.00	\$8,601.12	\$1,998.00	\$13,350.00	\$22,480.02	\$7,492.32	\$0.00	\$0.00		
	<b>Labor Total</b>									<b>\$54,791.46</b>	
	Sub-consultant Labor Total										\$15,037.12
	Sub-consultant Multiplier										1.0
	<b>Sub-consultant Total</b>										<b>\$15,037.12</b>
	Reimbursable Expenses										\$0
	<b>Project Total</b>										<b>\$69,828.58</b>

Revised 9-25-19



HOLTZ CONSULTING ENGINEERS, INC

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March 11, 2020

Mr. Albert Muniz, P.E.  
Hazen and Sawyer, P. C.  
2101 NW Corporate Blvd, Suite 301  
Boca Raton, FL 33431

**Subject: PBC WUD Southern Region WRF Screening Improvements**

Dear Mr. Muniz,

Holtz Consulting Engineers, Inc. (HCE) is pleased to submit this proposal for engineering services to assist Hazen & Sawyer, P. C. (Hazen) with Resident Project representative (RPR) services for the Southern Region Water Reclamation Facility (SRWRF) for the Palm Beach County Water Utilities Department (PBCWUD).

**SCOPE OF SERVICES**

***Task 1 – Resident Project Representative***

Provide a part-time RPR as described herein for an additional 28 days of four (4) hours per day or equivalent for a total of 112 hours to observe construction and monitor work. The RPR will be approved by the COUNTY. The part-time RPR will provide field observation of the construction to help determine whether the general provisions of the Contract Documents are being fulfilled and to reasonably protect COUNTY against defects and deficiencies in the work of the Contractor. In addition:

- Attend 19 additional progress meetings with COUNTY and the Contractor. It is assumed that these project progress meetings will be held monthly during the additional construction period.
- Assist CONSULTANT with coordination of submittals in the field as needed.
- Assist CONSULTANT as needed with interpretations and clarifications of Contract Documents during construction, and evaluate requests for substitutions or deviations from the Contractor Documents.
- The Resident Project Representative (RPR) will review the Contractor's monthly applications for payment and accompanying data and recommend approval of payments due to the Contractor.
- RPR, working principally through the Contractor's Superintendent, will assist the Contractor in the understanding the intent of the Contract Documents; and will assist COUNTY staff in serving as COUNTY's liaison with the Contractor



HOLTZ CONSULTING ENGINEERS, INC

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- Based on available information, the RPR will verify that tests, equipment and system startup are conducted in the presence of appropriate personnel and that the Contractor maintains adequate records thereof; and observe, record, and report appropriate details relative to the test procedures and start-up to COUNTY and appropriate regulatory agencies. Based upon available information, RPR will verify and certify to COUNTY that the constructed facilities properly operate and are in general conformance with the contract documents and specifications
- RPR will keep a diary or log book, recording date relative to questions of Work Directive Changes, Change Orders, or changed conditions, and observations in general
- RPR will prepare a daily report for each day the RPR is on site, and submit said reports in electronic PDF format to the COUNTY on a weekly basis
- RPR will notify COUNTY and CONTRACTOR in writing when unsafe working conditions or safety violations are observed

#### COMPENSATION

Professional fees for the Scope of Services for HCE to provide the part-time RPR to Hazen for the project as outlined above for an additional 28 days of four (4) hours per day or equivalent for a total of 112 hours shall be an upper-limit amount of \$15,037.12.

We appreciate the opportunity to work with you on this project.

Sincerely,

HOLTZ CONSULTING ENGINEERS, INC.

A handwritten signature in black ink that reads 'David Holtz'. The signature is written in a cursive, flowing style.

David F. Holtz, P.E., BCEE  
Vice President

# Palm Beach County Water Utilities Department

Engineering Services for Headworks and Effluent Transfer Pumping Improvements (Project No. WUD 15-095)  
 Holtz Consulting Engineers, Inc.

Task No.	Description	Principal Project Manager \$203.33	Construction Coordinator / RPR \$134.26	Administrative Support \$72.26	Total Hours	Cost
<b>Time and Materials</b>						
1	<b>Resident Proj. Representation</b>	0	112	0	112	\$15,037.12
	<b>Total</b>					\$15,037.12
	<b>Project Total</b>	0	112	0	112	\$15,037.12
						\$15,037.12
	Labor Raw Hourly Rate	\$67.777	\$44.754	\$24.087		
	Labor Multplier	3.00	3.00	3.00		
	Labor Hourly Charge Rate	\$203.33	\$134.26	\$72.26		

**EXHIBIT C1**  
**OFFICE OF SMALL BUSINESS OPPORTUNITY (OEBO)**  
**SCHEDULE NO. 1 AND SCHEDULE NO. 2**

# OEBO SCHEDULE 1

## LIST OF PROPOSED CONTRACTOR/CONSULTANT AND SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

<b>SOLICITATION/PROJECT/BID NAME:</b> Consulting/Professional Services SRWRF Engineering Services Headworks and Effluent Transfer Pumping Improvements	<b>SOLICITATION/PROJECT/BID No.:</b> WUD 15-095
<b>NAME OF PRIME RESPONDENT/BIDDER:</b> Hazen and Sawyer, P.C.	<b>ADDRESS:</b> 2101 NW Corporate Blvd., Suite 301, Boca Raton, FL 33431
<b>CONTACT PERSON:</b> Albert Muniz, P.E.	<b>PHONE NO.:</b> 561-997-8070 <b>E-MAIL:</b> amuniz@hazenandsawyer.com
<b>SOLICITATION OPENING/SUBMITTAL DATE:</b> not applicable	<b>DEPARTMENT:</b> Water Utilities

**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. Hazen and Sawyer, P.C. 2101 NW Corporate Blvd., Suite 301 Boca Raton, Florida 33431	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	\$54,791.46	_____
2. Holtz Consulting Engineers, Inc. 50 South US Highway One, Suite 206 Jupiter, Florida 33477	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____	\$15,037.12	_____	_____	_____
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____

(Please use additional sheets if necessary)

	Total	_____	\$15,037.12	_____	\$54,791.46	_____
Total Bid Price \$ 69,828.58	Total SBE - M/WBE Participation	\$15,037.12 (21.53%)				

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

Signature      Albert Muniz	3/12/20 Vice President Title
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- Note:**
1. The amount listed on this form for a Subcontractor/subconsultant must be supported by price or percentage listed on the properly executed Schedule 2 or attached signed proposal.
  2. Firms may be certified by Palm Beach County as an SBE and/or an M/WBE. If firms are certified as both an SBE and/or M/WBE, please indicate the dollar amount under the appropriate category.
  3. Modification of this form is not permitted and will be rejected upon submittal.



**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: WUD 15-095

SOLICITATION/PROJECT NAME: Consulting/Professional Services SRWRF Engineering Services Headworks and Effluent Transfer Pumping Improvements

Prime Contractor: Hazen and Sawyer, P.C. Subcontractor: Holtz Consulting Engineers, Inc.

**(Check box(s) that apply)**

SBE  WBE  MBE  M/WBE  Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 10/3/19 - 10/2/22

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

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>
<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	<input type="checkbox"/> African-American/Black <input type="checkbox"/> Asian American <input type="checkbox"/> Caucasian American	<input type="checkbox"/> Supplier
	<input checked="" type="checkbox"/> Hispanic American <input type="checkbox"/> Native American	


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

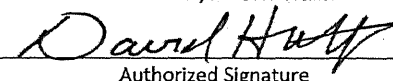
Line Item	Item Description	Unit Price	Quantity/Units	Contingencies/Allowances	Total Price/Percentage
1	Resident Project Representative	\$15,037.12	1	0	\$15,037.12

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: \$15,037.12

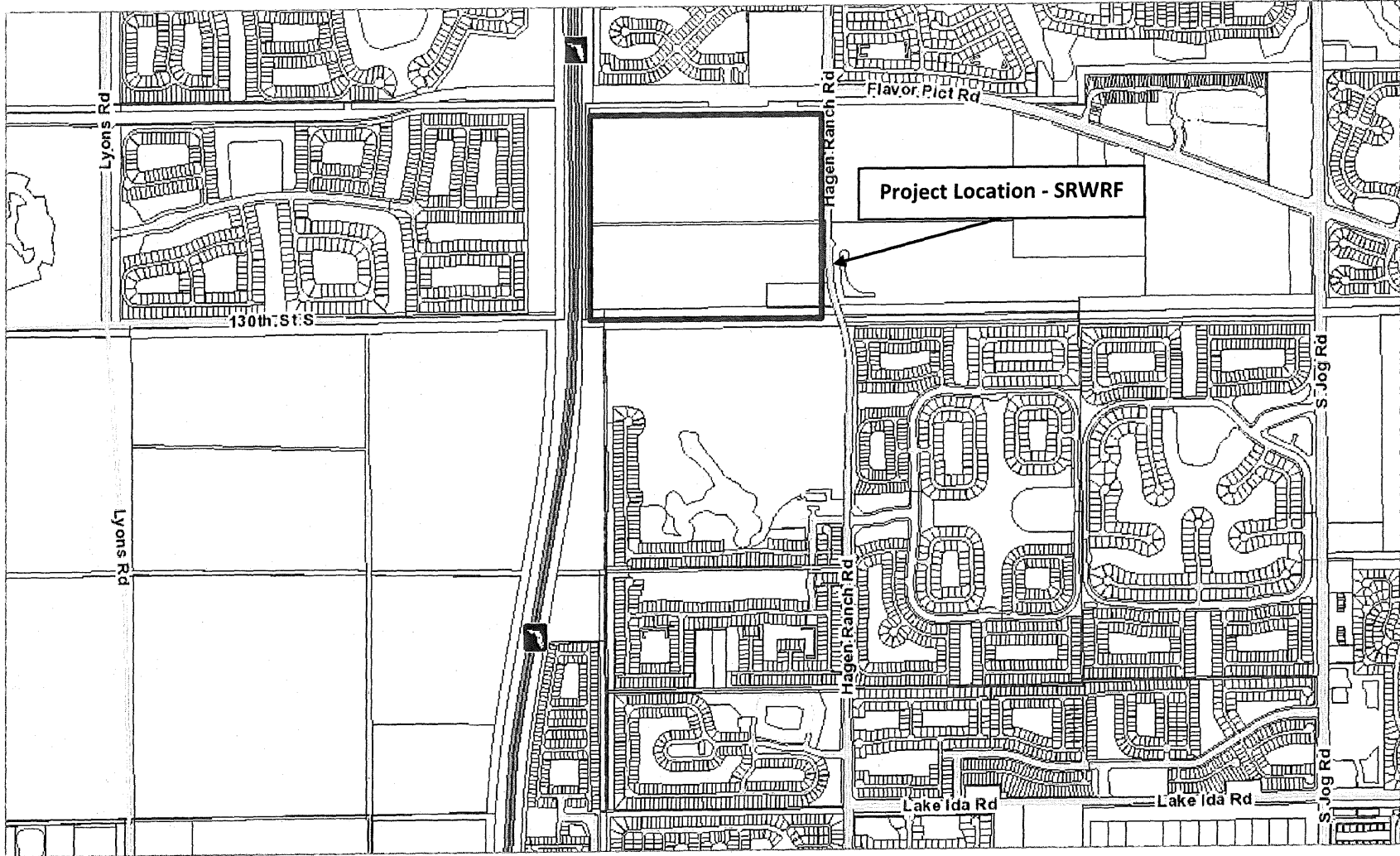
If the undersigned intends to subcontract any portion of this work to another Subcontractor/subconsultant, please list the business name and the amount below accompanied by a separate properly executed Schedule 2.

N/A Price or Percentage: N/A  
 Name of 2<sup>nd</sup>/3<sup>rd</sup> tier Subcontractor/subconsultant

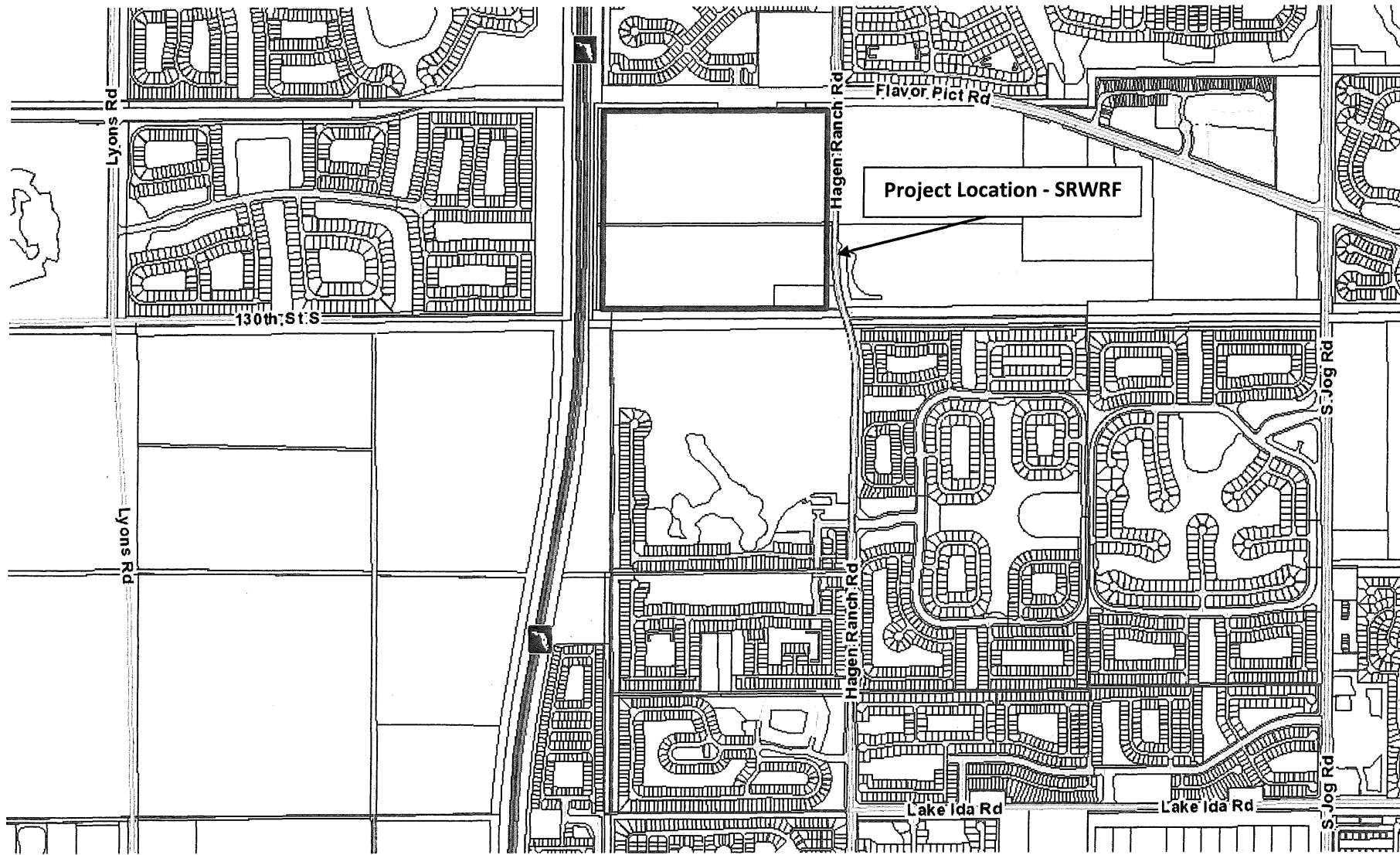
Hazen and Sawyer, P.C.  
 Print Name of Prime  
 By:   
 Authorized Signature  
Albert Muniz  
 Print Name  
Vice President  
 Title  
 Date: March 12, 2020

Holtz Consulting Engineers, Inc.  
 Print Name of Subcontractor/subconsultant  
 By:   
 Authorized Signature  
David F. Holtz  
 Print Name  
Vice President  
 Title  
 Date: March 12, 2020

Location Map



ATTACHMENT - 2  
Location Map





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
3/23/2020

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).

<b>PRODUCER</b> <b>Ames &amp; Gough</b> 8300 Greensboro Drive Suite 980 McLean, VA 22102	<b>CONTACT NAME:</b> <b>PHONE (A/C, No, Ext): (703) 827-2277</b> <b>FAX (A/C, No): (703) 827-2279</b> <b>E-MAIL ADDRESS: admin@amesgough.com</b>														
<b>INSURED</b>  <b>Hazen and Sawyer</b> 498 Seventh Avenue New York, NY 10018	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : <b>Hartford Fire Insurance Company A+ (XV)</b></td> <td><b>19682</b></td> </tr> <tr> <td>INSURER B : <b>Hartford Casualty Insurance Company A+ (XV)</b></td> <td><b>29424</b></td> </tr> <tr> <td>INSURER C : <b>Twin City Fire Insurance Company A+ (XV)</b></td> <td><b>29459</b></td> </tr> <tr> <td>INSURER D : <b>Continental Casualty Company (CNA) A, XV</b></td> <td><b>20443</b></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 : <b>Hartford Fire Insurance Company A+ (XV)</b>	<b>19682</b>	INSURER B : <b>Hartford Casualty Insurance Company A+ (XV)</b>	<b>29424</b>	INSURER C : <b>Twin City Fire Insurance Company A+ (XV)</b>	<b>29459</b>	INSURER D : <b>Continental Casualty Company (CNA) A, XV</b>	<b>20443</b>	INSURER E :		INSURER F :	
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INSURER F :															

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>Contractual Liab.</b>  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:	X	X	42UUNBH8062	3/29/2020	3/29/2021	EACH OCCURRENCE \$ <b>1,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>1,000,000</b> MED EXP (Any one person) \$ <b>10,000</b> PERSONAL & ADV INJURY \$ <b>1,000,000</b> GENERAL AGGREGATE \$ <b>2,000,000</b> PRODUCTS - COMP/OP AGG \$ <b>2,000,000</b> \$
B	<input checked="" type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY  <input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	X		42UENBH7997	3/29/2020	3/29/2021	COMBINED SINGLE LIMIT (Ea accident) \$ <b>2,000,000</b> BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ <b>Comp./Coll. Ded</b> \$ <b>1,000</b> EACH OCCURRENCE \$ AGGREGATE \$ \$
C	<input checked="" type="checkbox"/> <b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		X	42WBAD0SYE	3/29/2020	3/29/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ <b>1,000,000</b> E.L. DISEASE - EA EMPLOYEE \$ <b>1,000,000</b> E.L. DISEASE - POLICY LIMIT \$ <b>1,000,000</b>
D	<input checked="" type="checkbox"/> <b>Professional Liab.</b>			AEH008231489	3/29/2020	3/29/2021	<b>Per Claim/Aggregate</b> \$ <b>3,000,000</b>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Project #WUD 15-095 - Southern Region Water Reclamation Facility Engineering Services for Headworks and Effluent Transfer Pumping Improvements

Palm Beach County, Board of County Commissioners, a political subdivision of the State of Florida and Palm Beach County Water Utilities Department, its officers, directors, agents and employees are included as additional insured with respect to General Liability and Automobile Liability when required by written contract per attached endorsements. General Liability and Workers Compensation policies include a waiver of subrogation per attached endorsements in favor of the additional insureds where permissible by state law and when required by written contract.

## CERTIFICATE HOLDER

## CANCELLATION

<b>Palm Beach County</b> <b>Water Utilities Department</b> <b>Director Utilities Engineering</b> 8100 Forest Hill Boulevard West Palm Beach, FL 33413	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p>
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