

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: June 2, 2020

Consent ☒ Regular ☐
Public Hearing ☐

Department: Water Utilities Department

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Consultant Services Authorization (CSA) No. 16 to the Consulting/Professional Services Utility Distribution & Collection System Engineering Services Contract (Contract) with Chen Moore and Associates, Inc. (Consultant) for the South Bay Force Main Improvements (Project) for a total amount of \$285,163.34.

Summary: On June 20, 2017, the Board of County Commissioners approved the Palm Beach County Water Utilities Department (PBCWUD) Contract (R2017-0816) with Consultant. CSA No. 16 provides for professional engineering services relating to design and permitting of the Project. These services include survey, construction plans, technical specifications, permitting, and bid support services for the installation of approximately 15,100 linear feet of 10-inch force main within the City of South Bay along the canal banks of South Florida Water Management District from the Repump Station No. 8310 to the Western Region Wastewater Treatment Facility. This Contract was procured under the requirements of the 2002 Small Business Enterprise (SBE) Ordinance (R2002-0064) prior to the adoption of the new Equal Business Opportunity Ordinance on October 16, 2018. The SBE participation goal established under the 2002 Ordinance was 15% overall participation. The Contract provides for 100% SBE participation. CSA No. 16 includes 100% SBE participation. The cumulative SBE participation including CSA No. 16 is 99.34%. Consultant is headquartered in Fort Lauderdale, Florida, but maintains an office in Palm Beach County from which the majority of the work will be undertaken. The Project is included in the PBCWUD FY 20 Budget. (PBCWUD Project No. 20-026) District 6 (MJ)

Background and Justification: The installation of the 10-inch force main will replace an aging and failing force main. This Project will restore the service life and improve the reliability and redundancy of the wastewater collection system, while reducing the operations and maintenance workload and associated cost.

Attachments:

1. Three (3) Originals of Consultant Services Authorization No. 16
2. Location Map
3. Certificate of Liability Insurance

Recommended By:


Department Director

5-1-2020
Date

Approved By:


Assistant County Administrator

5/15/2020
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2020	2021	2022	2023	2024
Capital Expenditures	\$285,164	0	0	0	0
Operating Costs	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income (County)	0	0	0	0	0
In-Kind Match County	0	0	0	0	0
NET FISCAL IMPACT	\$285,164	0	0	0	0
# ADDITIONAL FTE POSITIONS (Cumulative)	0	0	0	0	0
Budget Account No.:	Fund 4011	Dept. 721	Unit W026	Object 6547	

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: [Signature] (E)

III. REVIEW COMMENTS

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

[Signature] 5/2/2020
OFMB [Signature]

[Signature] 5/13/2020
Contract Development and Control
5/13/2020 TW

B. Legal Sufficiency:

[Signature]
Assistant County Attorney

C. Other Department Review:

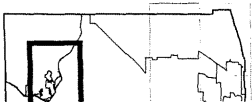
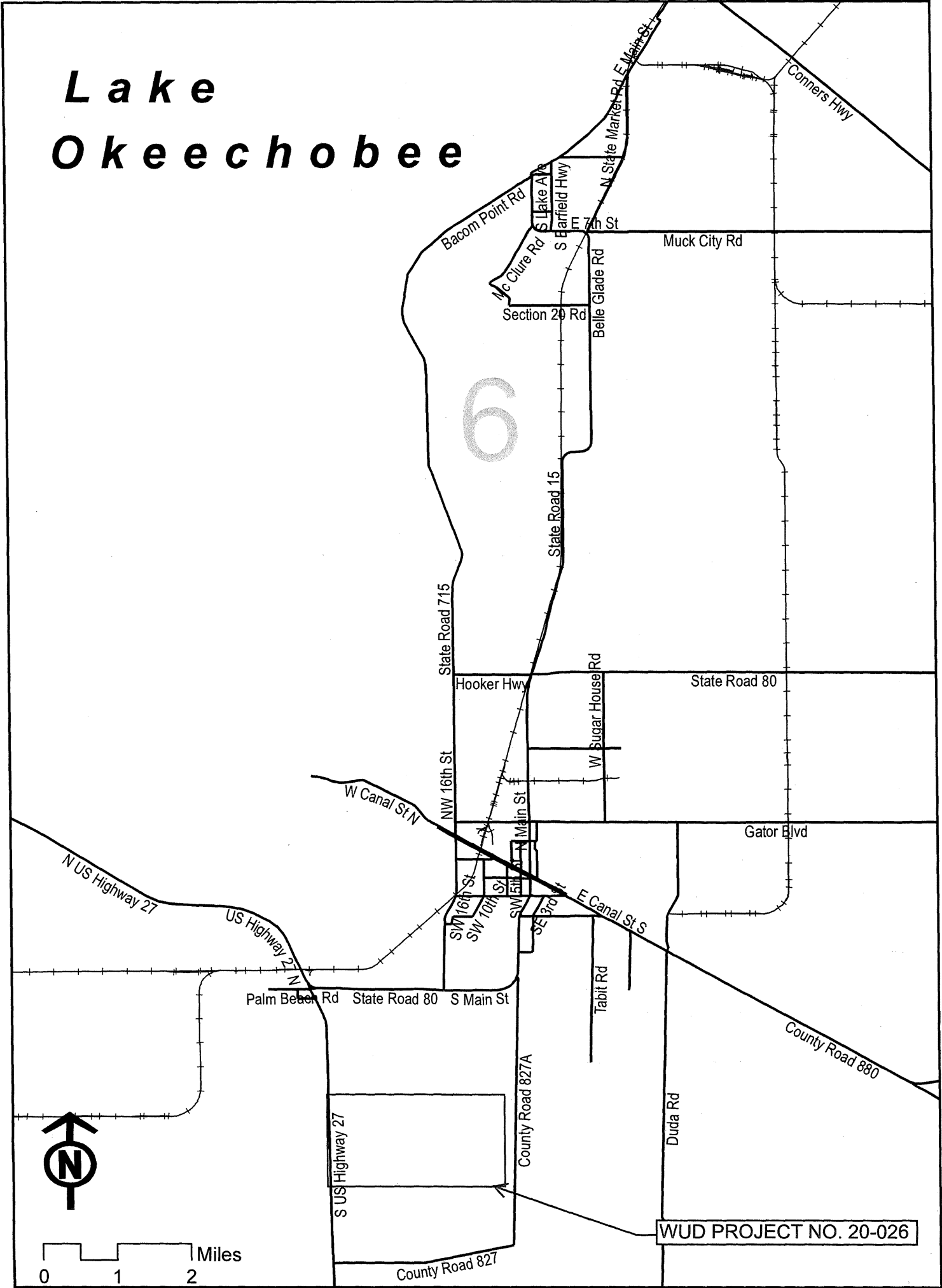
Department Director

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

Project Location

ATTACHMENT 2

CONSULTANT SERVICES AUTHORIZATION NO. 16
CHEN MOORE AND ASSOCIATES, INC.
WUD PROJECT NO. 20-026



CONSULTANT SERVICES AUTHORIZATION NO. 16

Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Utility Distribution & Collection System Engineering Services
Resolution No. R2017-0816 Contract Dated June 20, 2017

Project Title: South Bay Force Main Improvements

WUD Project No.: 20-026

Consultant: Chen Moore and Associates, Inc.

Address: 500 Australian Avenue South, Suite 850, West Palm Beach, FL 33401

Budget Line Item No. 4011-721-W026-6547

District No.: 6

This Consultant Services Authorization provides for: Design and permitting for the installation of approximately 15,100 linear feet of 10-inch force main along canal banks owned by the South Florida Water Management District within the City of South Bay and Unincorporated Palm Beach County to replace an existing force main running along private property from Re-Pump Lift Station No. 8310 to the Western Region Wastewater Treatment Facility.

(See ATTACHMENT A for detailed scope of services)

The Contract provides for 100% SBE participation. This Consultant Services Authorization includes 100% overall participation. The cumulative SBE participation, including this authorization is 99.34%.

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 \$95,635.95
 - B. Fixed price of \$189,527.39
 - C. Total \$ 285,163.34
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. 16

Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Utility Distribution & Collection System Engineering Services
Resolution No. R2017-0816 Contract Dated June 20, 2017

Project Title: South Bay Force Main Improvements

WUD Project No.: 20-026

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.

Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Utility Distribution & Collection System Engineering Services
Resolution No. R2017-0816 Contract Dated June 20, 2017

Project Title: South Bay Force Main Improvements

WUD Project No.: 20-026

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
ATTEST:

Palm Beach County, Board
of County Commissioners

Signed: _____

Signed: _____
Dave Kerner, Mayor *DE JCS*

Typed Name: _____
Deputy Clerk

_____ Date

Approved as to Form and Legal
Sufficiency

CONSULTANT: Chen Moore and Associates, Inc.

Signed: _____

C. M.

(Signature)

Typed Name: _____
County Attorney

Cristobal Betancourt, Director
(Name and Title)

3.19.20

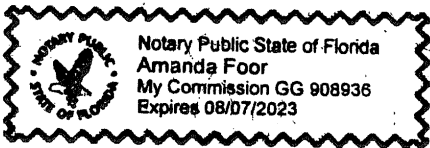
Date

STATE OF FLORIDA
COUNTY OF Palm Beach

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization,
this 19th day of March, 2020, by Cristobal Betancourt who is ☒ personally
known to me or ☐ has produced _____ as identification.

Amanda Foor

(Signature of Notary Public - State of Florida)



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

Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Utility Distribution & Collection System Engineering Services
Resolution No. R2017-0816 Contract Dated June 20, 2017

LIST OF ATTACHMENTS

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

ATTACHMENT A

SCOPE OF SERVICES

WUD Project No.: 20-026

Project Title: South Bay Force Main Improvements

INTRODUCTION

This Consultant Services Authorization encompasses providing services related to force main improvements within the City of South Bay and Unincorporated Palm Beach County.

BACKGROUND

The Palm Beach County Water Utilities Department (PBCWUD) owns and maintains a 10-inch Cast Iron (CI) force main that runs through private property from Re-Pump Lift Station No. 8310 to the Western Region Wastewater Treatment Facility. The scope of services proposes to replace this existing pipeline utilizing a route through South Florida Water Management District (SFWMD) right-of-way (ROW) as shown on Attachment G. The proposed route is approximately 15,100 linear feet.

SCOPE OF SERVICES

Chen Moore and Associates, Inc. (CONSULTANT) shall perform the engineering Scope of Services as described herein.

ASSUMPTIONS

The engineering services described herein have been based on the following assumptions:

- PBCWUD staff will provide all previous plans, reports and data
- PBCWUD will assist CONSULTANT with data and field investigation
- PBCWUD will provide consolidated review comments of each deliverable within two (2) weeks of receipt from CONSULTANT
- Restoration will match existing conditions
- Hydraulic modeling is not included
- PBCWUD will provide all permit fees
- Construction administration and certification of permits after construction are not included
- Public outreach is not included
- Easement acquisition or identification is not included
- Improvements to United States Army Corps of Engineers (USACE) or SFWMD levees beyond restoration to existing condition are not included

TASK 1 – FIELD INVESTIGATION AND COORDINATION

1.1 Survey Coordination: CONSULTANT shall coordinate with a licensed surveyor, Engenuity Group, Inc., (Surveyor) in order to obtain the required topographic data within the project limits. Surveyor shall establish a control traverse and bench marks (North American Vertical Datum of 1988) at sufficient intervals to support the topographic survey to be utilized on the design plans. Surveyor shall locate all above ground features within the right-of-way of the existing roads, including pavement, paved swales, sidewalks, fences, light poles, handrails, storm manholes, catch basins, electric boxes, handholes, curbs, valve boxes, sanitary sewer manholes, driveway types, edges and

overhanging trees in the right-of-way, meter boxes, centerline and crown of the roads, irrigation systems, fire hydrants, valves and overhead utilities. Surveyor shall locate underground features of sanitary manholes, storm manholes, and catch basins. Surveyor shall obtain spot elevations on approximate 100-foot sections with high and low points and points of location. Sections to include edge of pavement, edge of curb, sidewalk, retention areas, and right-of-way. One (1) canal cross section will be obtained at the pipe crossing location. This will not constitute a boundary or right-of-way survey as defined in the Minimum Technical Standards for Land Surveying and Mapping. Ownership and title searches are not included. Easements will be based on information obtained from record plats.

1.2 Existing Utility Coordination: CONSULTANT will review all existing record drawings, design plans, utility atlases, and Geographic Information System (GIS) data for the project area. CONSULTANT shall perform a Sunshine One design ticket call, send letters to all identified utilities, collect utility location information and digitize utility locations for drawings. CONSULTANT shall coordinate with a subsurface utility engineering (SUE) firm, Craig A. Smith & Associates, Inc., for the performance of up to 30 utility test holes to locate any existing underground utilities that could potentially conflict with the improvements. SUE firm shall provide equipment and labor, or the services of a qualified subconsultant, for exploratory subsurface test holes ("soft digs") for certain existing underground utilities as determined by the CONSULTANT. The work performed by SUE firm will be on a not-to-exceed time and material basis and the costs included in this proposal are only an estimate. PBCWUD will only pay for the test holes actually completed. The horizontal location for each test hole will be obtained by the Surveyor. Test hole information will include pipe type, diameter, material, and depth from surface (ground elevation is not included).

1.3 Geotechnical Coordination: CONSULTANT will coordinate with a geotechnical engineering firm, Radise International L.C., to perform soil borings in the project area. It is estimated that two (2) soil borings will be performed at a 50-foot depth and nine (9) soil borings will be performed at a 20-foot depth.

1.4 Field Verification: CONSULTANT shall conduct field visits, review GIS data and review as-built information to assess the existing conditions of the project area.

1.5 Coordination with PBCWUD: CONSULTANT will coordinate with PBCWUD for data collection and field investigation. This task will include up to two (2) meetings with PBCWUD.

Task 1 Deliverable

CONSULTANT will provide Digital (pdf) copy of meeting minutes, one (1) signed and sealed survey (24"x36"), one (1) signed and sealed copy of geotechnical report, one (1) copy of SUE report, and digital copies containing PDFs of all submittal items.

TASK 2 – BASIS OF DESIGN REPORT

2.1 Basis of Design Report: A detailed investigation of pipeline design requirements shall be prepared by the CONSULTANT to describe the following elements of the proposed improvements:

- Evaluation of material selection
- Restraint requirements
- Valve locations
- Air release valve locations
- Horizontal Directional Drilling (HDD) locations
- Permit requirements and regulatory agency coordination
- Construction staging considerations

The CONSULTANT shall prepare a Technical Memorandum documenting the findings of the Basis of Design Report for review and comment by the PBCWUD.

2.2 Progress Meeting with PBCWUD: CONSULTANT will attend one (1) review meeting with PBCWUD to discuss the Basis of Design Report and obtain any review comments.

Task 2 Deliverable

CONSULTANT will provide Digital (pdf) copy of meeting minutes, one (1) copy of Basis of Design Report, and digital copies containing PDFs of all submittal items.

TASK 3 – 50% DESIGN SUBMITTAL

- 3.1 Plans: CONSULTANT will prepare and submit design drawings to PBCWUD for review. The drawings will consist of the force main plan and construction details. Results of SUE survey will not be available for incorporation into the 50% submittal.
- 3.2 Progress Meeting with PBCWUD: CONSULTANT will attend one (1) review meeting with PBCWUD to discuss the 50% plans and obtain any review comments.

Task 3 Deliverable

Two (2) sets of plans (24"x36"), two (2) set of plans (11"x17"), two (2) copies of cost estimate, and digital copies containing PDFs of all submittal items.

TASK 4 – 90% DESIGN SUBMITTAL

- 4.1 Plans: CONSULTANT will prepare and submit design drawings to PBCWUD for review. The drawings will consist of the force main plan and construction details. The drawings will incorporate results of the SUE survey.
- 4.2 Cost Estimate: CONSULTANT shall submit a cost estimate of the probable construction costs based on existing continuing construction contracts with PBCWUD.
- 4.3 Technical Specifications: CONSULTANT shall provide technical specifications for the force main improvements. CONSULTANT will utilize the most current version of the PBCWUD standard specifications where available and conform to PBCWUD design and construction standards.
- 4.4 Progress Meeting with PBCWUD: CONSULTANT will attend one (1) review meeting with PBCWUD to discuss the 90% plans and obtain any review comments.

Task 4 Deliverable

Two (2) sets of plans (24"x36"), two (2) set of plans (11"x17"), two (2) copies of cost estimate and technical specifications, and digital copies containing PDFs of all submittal items.

TASK 5 – PERMIT SUBMITTAL

- 5.1 SFWMD right-of-way permit: Upon approval from PBCWUD on 90% submittal, CONSULTANT will prepare and submit permit applications to SFWMD. CONSULTANT will respond to Requests for Information (RFIs) from SFWMD.
- 5.2 Palm Beach County Health Department (PBCHD) Water Main Extension Permit: Upon approval from PBCWUD on 90% submittal, CONSULTANT will prepare and submit

permit applications to PBCHD. CONSULTANT will respond RFIs from PBCHD.

- 5.2 Palm Beach County Land Development Division (PBCLD) permit: Upon approval from PBCWUD on 90% submittal, CONSULTANT will prepare and submit permit applications to PBCHD. CONSULTANT will respond to RFIs from PBCHD.
- 5.3 City of South Bay Permit: CONSULTANT will coordinate with the City of South Bay for a right- of-way permit review.

Task 5 Deliverable

Permit applications, approved permits and digital copies containing PDFs of all approved permits.

TASK 6-100% DESIGN SUBMITTAL

- 6.1 Design Submittal: CONSULTANT shall prepare a 100% final design plan for construction that addresses previous review comments from PBCWUD and regulatory agencies. The drawings will consist of the final design with construction details.
- 6.2 Technical Specifications: CONSULTANT shall provide final technical specifications for the water main improvements. CONSULTANT will incorporate review comments from PBCWUD and regulatory agencies on the 90% submittal.
- 6.3 Cost Estimate: CONSULTANT shall prepare a final cost estimate which will indicate all construction costs for items within the final design drawings.

Task 6 Deliverable

Four (4) sets of signed and sealed plans (24"x36"), two (2) set of signed and sealed plans (11"x17"), two (2) copies of cost estimate and technical specifications, and a CD containing PDFs and CAD files of all submittal items.

TASK 7-BIDDING ASSISTANCE

Upon completion of the permitting phase, PBCWUD shall conduct the bid process and the CONSULTANT shall provide bid support services to PBCWUD that shall include the following:

- Review the advertisement for bid and provide comments, if necessary
- Attend the Pre-Bid Meeting
- Review and respond to requests for additional information; draft addendum(s) to the bid documents if necessary
- Review and compile bid results and verify references of the three lowest bidder(s), bid and qualifications
- Perform sensitivity analysis of individual line item prices between the responsive bidders and compare them with other recent pricing
- Provide Recommendation of Award Letter to PBCWUD

Task 7 Deliverable

One (1) copy (8-1/2" x 11") of RFI responses, Bid Analysis Letter, Recommendation of Award letter, and a CD containing PDFs and CAD files of all submittal items.

ATTACHMENT B

SUMMARY AND STATUS OF CONSULTANT SERVICES AUTHORIZATIONS

Auth. No.	WUD Project No.	Title	Status	Project Total Amount	SBE Total Amount	SBE Participation %	Approved	
							By	Date
1	18-027	State Road Water Main Interconnection; North of Forest Hill Boulevard	Approved	\$37,334.88	\$37,334.88	100.00%	WUD Director	5/18/2018
1.1	18-027	State Road Water Main Interconnection; North of Forest Hill Boulevard	Approved	\$5,674.29	\$5,674.29	100.00%	WUD Director	12/20/2018
2	18-004	Potable Water Hydraulic Model Update	Approved	\$124,553.44	\$124,553.44	100.00%	BCC	2/6/2018
2.1	18-004	Potable Water Hydraulic Model Update	Approved	\$36,033.13	\$36,033.13	100.00%	WUD Director	2/5/2020
3	18-002	North West Belle Glade Water Main Improvements, Zone 3	Approved	\$170,814.11	\$170,814.11	100.00%	BCC	2/6/2018
4	18-003	Water Treatment Plant 8 Sanitary Sewer Improvements	Approved	\$20,246.16	\$13,071.16	64.56%	WUD Director	11/21/2017
5	18-052	Acreage Water Master Plan	Approved	\$69,883.45	\$69,883.45	100.00%	CRC	6/26/2018
6	18-056	Water Main Relocation from Herbert Hoover Dike in Pahokee	Approved	\$46,523.90	\$46,523.90	100.00%	WUD Director	7/26/2018
7	18-020	Pine Ridge Lane Water Main Extension	Approved	\$24,963.22	\$24,963.22	100.00%	WUD Director	8/24/2018
8	18-076	Orange Blvd FM Extension and Seminole & Pratt Whitney Road Piggings Stations	Approved	\$48,926.54	\$48,926.54	100.00%	WUD Director	11/16/2018
9	19-051	Seminole Pratt Whitney Road and Northlake Blvd, Road Widening Utility Improvements	Approved	\$94,817.43	\$94,817.43	100.00%	CRC	8/07/2019
10	19-043	Mahogany Lane Water Main Extension	Approved	\$28,958.00	\$28,958.00	100.00%	WUD Director	10/24/2019
11	20-006	Utility Adjustments for the City of Belle Glade Road Resurfacing Project - Phase 1	Approved	\$97,074.00	\$97,074.05	100.00%	CRC	1/8/2020
12	20-019	West Palm Beach Canal (L-10 Canal) Water Main Replacement in Pahokee	Pending	\$48,890.28	\$48,890.28	100.00%	WUD	Pending
13	20-021	Florida Mango Road Utility Adjustments, Summit Blvd to Myrica Road	Pending	\$60,381.19	\$60,381.19	100.00%	CRC	Pending
14	20-006	Utility Adjustments for the City of Belle Glade Road Resurfacing Project - Phase 2	Pending	\$97,564.85	\$97,564.85	100.00%	CRC	Pending
15	18-002	North West Belle Glade Water Main Improvements, Zone 3	Pending	\$314,167.46	\$314,167.46	100.00%	BCC	Pending
16	20-026	South Bay Force Main Improvements	Pending	\$285,163.34	\$285,163.34	100.00%	BCC	Pending
17	20-029	Air Release Valve Rehabilitation Program	Pending	\$235,241.15	\$235,241.15	100%	BCC	Pending

ATTACHMENT C

OEBO SCHEDULE 1

Office of Equal Business Opportunity Compliance Programs

REVISED 1/2/19

OEBO SCHEDULE 1

LIST OF PROPOSED CONTRACTOR/CONSULTANT AND SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

South Bay Force Main Improvements

SOLICITATION/PROJECT/BID NAME:
NAME OF PRIME RESPONDENT/BIDDER: Chen Moore and Associates, Inc
CONTACT PERSON: Suzanne Dombrowski, P.E.
SOLICITATION OPENING/SUBMITTAL DATE:

SOLICITATION/PROJECT/BID No.: 20-026
ADDRESS: 500 Australian Ave South, Ste 850, West Palm Beach, FL 33401
PHONE NO.: 561.746.6900 x1035 E-MAIL: sdombrowski@chenmoore.com
DEPARTMENT: WUD

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

Name, Address and Phone Number	(Check all Applicable Categories)			DOLLAR AMOUNT OR PERCENTAGE OF WORK				
	Non-SBE	M/WBE	SBE	Black	Hispanic	Women	Caucasian	Other (Please Specify)
1. Chen Moore and Associates, Inc. 500 Australian Ave South, #850 West Palm Beach, FL 33401 561-746-6900	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>					\$189,527.39 Asian
2. Craig A. Smith & Associates, Inc 777 Glades Road, #410 Boca Raton, FL 33434 561-314-4445	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>				\$25,350.00	
3. Engenuity Group, Inc. 1280 N Congress Ave Suite 101 West Palm Beach, FL 33409 561-655-1151	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>				\$47,111.00	
4. RADISE International, L.C. 4152 W. Blue Heron Blvd. #1114 Riviera Beach, FL 33404 (561) 841-0103	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>					\$23,174.95 Asian
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
(Please use additional sheets if necessary)				Total			\$72,461.00	\$212,702.34
Total Bid Price \$				\$285,163.34		Total SBE - M/WBE Participation		

\$285,163.34

\$285,163.34

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

Cristobal Betancourt, Director
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

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: 20-026
SOLICITATION/PROJECT NAME: South Bay Force Main Improvements

Prime Contractor: Chen Moore and Associates, Inc. Subcontractor:

(Check box(s) that apply)
☒SBE ☐WBE ☐MBE ☐M/WBE ☐Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 6/19/2014 to 7/18/2017

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

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

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

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Civil Engineering	LS	1		\$189,527.39/66%

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: \$189,527. 39

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.

Name of 2nd/3rd tier Subcontractor/subconsultant

Price or Percentage:

Chen Moore and Associates, Inc.

Print Name of Prime

By: 
Authorized Signature

Cristobal Betancourt

Print Name

Director

Title

Date: 3.19.20

Chen Moore and Associates, Inc.

Print Name of Subcontractor/subconsultant

By: 
Authorized Signature

Cristobal Betancourt

Print Name

Director

Title

Date: 3.19.20

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: 20-026
SOLICITATION/PROJECT NAME: South Bay Force Main Improvements

Prime Contractor: Chen Moore and Associates, Inc. Subcontractor: Engenuity Group, Inc.

(Check box(s) that apply)

☒ SBE ☐ WBE ☐ MBE ☐ M/WBE ☐ Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 02/26/2019 to 02/25/2022

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

Column 1

Column 2

Column 3

☒ Male ☐ Female ☐ African-American/Black ☐ Asian American ☒ Caucasian American ☐ Supplier
☐ 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	Topographic Survey				\$47,111.00

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: \$47,111.00

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:

Chen Moore and Associates, Inc.

Print Name of Prime

By:

Authorized Signature

Cristobal Betancourt

Print Name

Director

Title

Date:

3.19.20

Engenuity Group, Inc.

Print Name of Subcontractor/subconsultant

By:

Authorized Signature

Jennifer Malin, P.S.M

Print Name

Vice President/Director of Surveying

Title

Date:

03/12/2020

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: 20-026
SOLICITATION/PROJECT NAME: South Bay Force Main Improvements

Prime Contractor: Chen Moore and Associates, Inc. Subcontractor: RADISE INTERNATIONAL, L.C.
(Check box(s) that apply)

☒ SBE ☐ WBE ☒ MBE ☐ M/WBE ☐ Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 12/13/17 - 12/13/2020

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

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

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	Geotechnical Services	LS	1		\$23,174.95

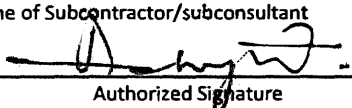
The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$23,174.95

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.

Name of 2nd/3rd tier Subcontractor/subconsultant

Price or Percentage:

Chen Moore and Associates, Inc
Print Name of Prime
By: 
Authorized Signature
Cristobal Betancourt
Print Name
Director
Title
Date: 3/12/2020

RADISE INTERNATIONAL, L.C.
Print Name of Subcontractor/subconsultant
By: 
Authorized Signature
Kumar Allady, P.E.
Print Name
CEO
Title
Date: 3/12/2020

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: 20-026
SOLICITATION/PROJECT NAME: South Bay Force Main Improvements

Prime Contractor: Chen Moore and Associates, Inc. Subcontractor: Craig A. Smith & Associates, Inc.

(Check box(s) that apply)

☒ SBE ☐ WBE ☐ MBE ☐ M/WBE ☐ Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 1/16/15-1/15/18

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

Column 1

Column 2

Column 3

☒ Male ☐ Female ☐ African-American/Black ☐ Asian American ☒ Caucasian American ☐ Supplier
☐ 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	Utilities Locates	LS	1		\$25,350.00

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: \$25,350.00

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.

Name of 2nd/3rd tier Subcontractor/subconsultant

Price or Percentage:

Chen Moore and Associates, Inc.

Print Name of Prime

By:

Authorized Signature

Cristobal Betancourt

Print Name

Director

Title

Date:

3.19.20

Craig A. Smith & Associates, Inc.

Print Name of Subcontractor/subconsultant

By:

Authorized Signature

Print Name

Title

Date:

3/16/20

Revised 09/17/2019

ATTACHMENT D

PROJECT SCHEDULE

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

<u>Engineering Services</u>		<u>Completion Date from Notice to Proceed</u> (Calendar Days)
1	FIELD INVESTIGATION AND COORDINATION	208
2	BASIS OF DESIGN REPORT	52
3	50% DESIGN SUBMITTAL	163
4	90% DESIGN SUBMITTAL	223
5	PERMIT SUBMITTAL *	253
6	100% DESIGN SUBMITTAL	268
7	BIDDING ASSISTANCE	358
	TOTAL PROJECT DURATION	268

*Assumes four week duration for obtaining permits.

ATTACHMENT E BUDGET SUMMARY																			
Palm Beach County Water Utilities Department Contract for Consulting/Professional Services Utility Distribution & Collection System Engineering Services Construction Service Authorization: 16 Consultant: Chen Moore and Associates, Inc. Project Name: South Bay Force Main Improvements WUD Project No.: 20-026										Resolution No.: R2017-0816		Contract Dated: 6/20/2017							
Task No.	Task Description	Labor Classification and Hourly Rate															CMA Total Hours	Sub-Consultant Services	Total Costs
		Principal	Project Director	Senior Project Manager	Project Manager	Senior Engineer	Senior Const. Specialist	Project Engineer	Associate Engineer	Senior Designer	Engineer	Senior Technician	Clerical	Engineering Intern					
Labor Raw Costs		\$84.37	\$66.95	\$66.95	\$59.42	\$54.90	\$47.86	\$41.59	\$32.19	\$37.18	\$29.00	\$29.71	\$21.22	\$15.00					
1	FIELD INVESTIGATION AND COORDINATION																		
1.1	Survey Coordination (CMA)			4		8			12						24		\$ 3,181.44		
	Survey Coordination (Engenuity Group, Inc.)															\$ 47,111.00	\$ 47,111.00		
1.2	Existing Utility Coordination (CMA)			2		8			24			8			42		\$ 4,607.52		
	Existing Utility Coordination (CAS)															\$ 25,350.00	\$ 25,350.00		
1.3	Geotechnical Coordination (CMA)			1		4			8						13		\$ 1,583.24		
	Geotechnical Coordination (Radise)															\$ 23,174.95	\$ 23,174.95		
1.4	Field Verification					16			24						40		\$ 4,804.29		
1.5	Coordination with WUD			8		8			16						32		\$ 4,335.43		
Subtotal Task 1		0	0	15	0	44	0	0	84	0	0	8	0	0	151	\$ 95,635.95	\$ 114,147.89		
2	BASIS OF DESIGN REPORT																		
2.1	Basis of Design Report		2	24		40			80			16			162		\$ 20,332.93		
2.2	Progress Meeting WUD			2		4			4						10		\$ 1,403.38		
Subtotal Task 2		0	2	26	0	44	0	0	84	0	0	16	0	0	172		\$ 21,736.30		
3	50% DESIGN SUBMITTAL																		
3.1	Plans		8	19		40			112			175			354		\$ 37,271.80		
3.2	Progress Meeting WUD			2		4			4						10		\$ 1,403.38		
Subtotal Task 3		0	8	21	0	44	0	0	116	0	0	175	0	0	364		\$ 38,675.18		
4	90% DESIGN SUBMITTAL																		
4.1	Plans		8	40		70			112			145			375		\$ 43,562.21		
4.2	Cost Estimate			2		12			24			32			70		\$ 7,321.50		
4.3	Technical Specifications		4	8		24									36		\$ 6,172.11		
4.3	Progress Meeting WUD			2		4			4						10		\$ 1,403.38		
Subtotal Task 4		0	12	52	0	110	0	0	140	0	0	177	0	0	491		\$ 58,459.19		
5	PERMIT SUBMITTAL																		
5.1	SFWM D Permit			8		16			24			12			60		\$ 7,400.36		
5.2	USACE Permit			12		24			24			12			72		\$ 9,457.73		
5.3	Palm Beach County Health Department Force Main Permit			2		4			8			16			30		\$ 3,161.37		
5.4	City of South Bay Permit			2		4			8			16			30		\$ 3,161.37		
Subtotal Task 5		0	0	24	0	48	0	0	64	0	0	56	0	0	192		\$ 23,180.83		
6	100% DESIGN SUBMITTAL																		
6.1	Design Submittal		2	8		24			60			80			174		\$ 18,319.32		
6.2	Technical Specifications		2	6		12									20		\$ 3,475.70		
6.2	Cost Estimate			1		4			8			8			21		\$ 2,274.89		
Subtotal Task 6		0	4	15	0	40	0	0	68	0	0	88	0	0	215		\$ 24,069.92		
6	BIDDING ASSISTANCE																		
7.1	Bidding Assistance		4	8		16									28		\$ 4,894.04		
Subtotal Task 7		0	4	8	0	16	0	0	0	0	0	0	0	0	28		\$ 4,894.04		
Labor Subtotal Hours		0	30	161	0	346	0	0	556	0	0	520	0	0	1613				
Labor Raw Costs		\$84.37	\$66.95	\$66.95	\$59.42	\$54.90	\$47.86	\$41.59	\$32.19	\$37.18	\$29.00	\$29.71	\$21.22	\$15.00					
Labor Multiplier		2.91	2.91	2.91	2.91	2.91	2.91	2.91	2.91	2.91	2.91	2.91	2.91	2.91					
Labor Sub Total		\$0.00	\$5,844.74	\$31,366.74	\$0.00	\$55,276.61	\$0.00	\$0.00	\$52,082.13	\$0.00	\$0.00	\$44,957.17	\$0.00	\$0.00					
Labor Total (Fixed Price)		\$189,527.39																	
Subconsultant Total (Not to Exceed Price)		\$95,635.95																	
Project Total		\$285,163.34																	



ENGINEERS SURVEYORS GIS MAPPERS

C. ANDRE RAYMAN, P.S.M.

KEITH B. JACKSON, P.E.

LISA A. TROPEPE, P.E.

ADAM SWANEY, P.E., LEED AP

JENNIFER MALIN, P.S.M.

February 21, 2020
Revised: March 12, 2020

Suzanne Dombrowski, P.E., ENV SP
Senior Engineer & West Palm Beach Office Manager
CHEN MOORE AND ASSOCIATES
500 Australian Avenue South, Suite 850
West Palm Beach, FL 33401
(Via email: SDombrowski@chenmoore.com)

**Re: Professional Surveying Services
South Bay Force Main Improvements
South Bay, FL
Engenuity Group Project No. 20032.01**

Dear Ms. Dombrowski:

We are pleased to offer this proposal to render professional surveying services in connection with the project for Palm Beach County Water Utilities Department (PBCWUD), of the South Bay Force Main Improvements (hereinafter called the 'Project').

Engenuity Group, Inc. will prepare a Topographic Survey pursuant to Chapter 5J-17.050(12), Florida Administrative Code, of the area within the SFWMD L-14 Canal right-of-way starting at NW 1st Avenue (New River Canal Road), and moving easterly to NW 20th Street, approximately 8,800 linear feet. The specific limits of the survey are outlined in **green** in Graphic No. 1 provided by your office on February 11, 2020.

Per your direction, the survey will include the following items:

1. Limits to Include 10' south of the right-of-way to the south, and the top of bank on the SFWMD L-14 canal to the north
2. For the Directional Drill across the canal – the work will include one canal cross section. (Location to be determined prior to commencement of work). This will include 50' west of west bank on the N/S canal at the directional drill ending location, and also include 50' north and 50' south of this spot along the canal.

Additionally, Engenuity Group, Inc. will prepare a Topographic Survey pursuant to Chapter 5J-17.050(12), Florida Administrative Code, the project will start at the end of the directional bore location as determined in the above referenced survey, and will run south between NW 1st Avenue (New River Canal Road) and the SFWMD L-20 Canal (between the top of bank of the

2020 03-12 Proposal
Project No. 20032.01
Page 1 of 7

canal and the western right-of-way of the canal) for approximately 6,300 linear feet. The specific limits of the survey are outlined in **red** in Graphic No. 2 provided by your office on February 11, 2020.

Per your direction, the survey limits will include the following items:

1. Extend westerly to 10' west of the easterly road (approximately the edge of pavement) and extend easterly to the top of bank on the canal.
2. Include the fence at the lift station, and detail the lift station by measuring the pipes, bottom, etc. within the wet well to facilitate design.

See the attached **Designated Scope of Services** for a specific list of items to be included on the survey.

Total Fee: \$47,111.00

The final deliverable will be four (4) signed and sealed copies of the Topographic Survey with accompanying AutoCAD file, which can be provided within thirty (30) business days of receiving authorization to proceed. In the event of rain delaying our field work, the delivery time will be pushed back the same number of days.

Permit Fees, Reproduction Charges and Reimbursable Expenses

The Total Contract Price **does not** include the payment of any governmental agency submittal fees. The cost of these fees and any costs incurred by the office for printing, reproduction and other reimbursable expenses such as long-distance telephone calls, facsimile, postage, travel, and document copy charges will be billed to the client monthly.

Invoicing and Payment

Work will be invoiced on a monthly basis for work completed to date. Invoice shall be paid in full by the Client within thirty (30) days of the invoice date, unless within such thirty (30) day period, Client notifies Engenuity Group, Inc. in writing of its objection to the amount of said invoice. Such notice shall be accompanied by payment of any undisputed portion of said invoice. If written objection is not received within thirty (30) days it shall constitute approval of invoice by Client. If the payment is not received within thirty (30) days of billing date, a late charge will be added to the invoice in the amount of 1½ percent per month on the outstanding balance. If payment is not received within sixty (60) days of the invoice date, work may be suspended on the project until the outstanding invoice(s) are paid in full.

This proposal represents the entire understanding between you and us with respect to the Project. If this satisfactorily sets forth your understanding of our agreement, please execute the attached Authorization and return it to us. If you have any questions, please do not hesitate to contact us.

**PURSUANT TO FLORIDA STATUTES § 558.0035 (2013) AN
INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD
INDIVIDUALLY LIABLE FOR NEGLIGENCE.**

Sincerely,



Jennifer Malin, P.S.M.
Director of Surveying

Approved by,



Andre Rayman, P.S.M.
President

Authorization: Professional Surveying Services
South Bay Force Main Improvements
South Bay, FL
Engenuity Group Project No. 20032.01

By: Cristobal Betancourt, Director Date: _____
(Name & Title)

For: Chen Moore and Associates
(Name of Company)

Contract Amount: \$47,111.00 *CM*

I am ____ I am not ____ The Owner of the Property

The Property Owner Is: _____

Address: _____

Telephone: _____

Fax: _____

DESIGNATED SCOPE OF SERVICES: TOPOGRAPHIC SURVEY
NAME: SOUTH BAY FORCE MAIN IMPROVEMENTS
ENGENUITY PROJECT NO. 20023.01 DATE: 3/12/2020

TASK:	Included in Contract (Yes/No)
Topographical Survey	
Minimum of two permanent benchmarks per every 500' on site; description and elevation to nearest .01'.	Yes
Contours at 1 foot intervals; error shall not exceed one half contour interval.	No
Spot elevation at each intersection of a 50 foot square grid covering the property.	Yes
Spot elevations at street intersection and at 100 feet on center curb, sidewalk and edge of paving including far side of paving.	Yes
Plotted location of structures, man-made (e.g., paved areas) and natural features.	Yes
Location, size, depth of water mains, and other utilities including, but not limited to, buried tanks and septic fields serving, or on, the property based on as-built information supplied by utility companies.	No
Location of fire hydrants available to the property.	Yes
Location and characteristics of power and communications systems above grade.	Yes
Location, size, depth and direction of flow of sanitary sewers, storm drains and culverts serving, or on, the property; location of catch basins and manholes, and inverts of pipe at each.	Yes
Name of the operating authority of each utility.	No
Elevation of water in any excavation, well or nearby body of water.	Yes
Extent of watershed onto the property.	No
Trees of 6" and over (caliper 3' above ground); locate within 1' tolerance and give species in English or botanical terms.	Yes
Specimen trees flagged by the Owner or the Architect (___ in number); locate to the center within 1' tolerance; give species in English or botanical terms, give caliper and ground elevation on upper slope side.	No
Perimeter outline only of thickly wooded areas unless otherwise directed.	Yes
Confirm soil boring location(s).	No
Other (specify): Datum will be National American Vertical Datum 1988 (NAVD 88)	

Graphic No. 1

Attachment G: Location Map
CSA 16: South Bay Force Main Phase I



Legend

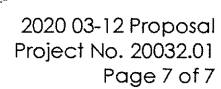
Phase 1 Project Location

☐ **Parcels**



2020 03-12 Proposal
Project No. 20032.01
Page 6 of 7

Attachment G: Location Map
CSA 16: South Bay Force Main Phase II



Craig A. Smith & Associates

Utility Locations / Vacuum Excavation
21045 Commercial Trail,
Boca Raton, FL 33486

Customer:
CHEN MOORE AND ASSOCIATES
Attn: Suzanne Dombrowski
Senior Engineer



QUOTATION


DATE 2/12/2020
Quotation # 220-CMA-008
Customer ID TBD
Project # 19-9999-MISC

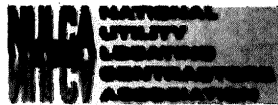
Quotation valid until: 4/12/2020
Prepared by: JFD

O: +1 (561) 746.6900, Ext. 1035 | F: +1 (561) 746.8333 | C: +1 (954) 650.7996
Email: sdombrowski@chenmoore.com | Website: www.chenmoore.com
Comments or Special Instructions:
perform an underground utility location survey of select areas (per attached map)
in right of way. perform up to 20 softdigs at various locations to be provided by engineer.
Southbay Forcemain Phase 1

Description of Services to be Performed	Quantity	Unit Price	Unit Total
Mobilization	1.00	\$ 750.00	\$ 750.00
Locating Services 2D Radar & Electromagnetics (20 softdigs)	20.00	\$ 150.00	\$ 3,000.00
softdig existing utilities in conflict with proposed waterline (20 digs)	20.00	\$ 495.00	\$ 9,900.00
GPS softdig locations and provide sketch (PSM) (20)	20.00	\$ 150.00	\$ 3,000.00
Facility depths are not provided from surface designations. If facility depths are required, vacuum excavations will be necessary. CAS can provide depth approximations from EM or GPR equipment, but these are estimations and are not considered accurate.			
Proposal Total			\$ 16,650.00

Payment Terms are Invoice Net 30. Late Fees of 1.5% per month accrue after 30 days.

Accepted & Approved:	CMA	Signing this document constitutes a Contract and Promise to Pay. Customer agrees to pay all charges associated with the work performed. Payment terms are Net 30. Interest on late payments or balances will accrue at the rate of 1.5% per month after 45 days delinquency. CAS reserves all rights to secure payment and Debtor may be liable for all costs associated with collection of outstanding balances including, reasonable Attorney Fees and Court Costs.
 Approved	4.22.20 Date	



THANK YOU FOR YOUR BUSINESS!!!
Phone: 561-314-4445 Fax: 561-314-4457

Craig A. Smith & Associates

Utility Locations / Vacuum Excavation
21045 Commercial Trail,
Boca Raton, FL 33486

Customer:
CHEN MOORE AND ASSOCIATES
Attn: Suzanne Dombrowski
Senior Engineer



QUOTATION


DATE 2/12/2020
Quotation # 220-CMA-008
Customer ID TBD
Project # 19-9999-MISC

Quotation valid until: 4/12/2020
Prepared by: JFD

O: +1 (561) 746.6900, Ext. 1035 | F: +1 (561) 746.8333 | C: +1 (954) 650.7996
Email: sdombrowski@chenmoore.com | Website: www.chenmoore.com
Comments or Special Instructions:
perform an underground utility location survey of select areas (per attached map)
in right of way. perform up to 20 softdigs at various locations to be provided by engineer.
Southbay Forcemain Phase 2

Description of Services to be Performed	Quantity	Unit Price	Unit Total
Mobilization	1.00	\$ 750.00	\$ 750.00
Locating Services 2D Radar & Electromagnetics (10 softdigs)	10.00	\$ 150.00	\$ 1,500.00
softdig existing utilities in conflict with proposed waterline (10 digs)	10.00	\$ 495.00	\$ 4,950.00
GPS softdig locations and provide sketch (PSM) (10)	10.00	\$ 150.00	\$ 1,500.00
Facility depths are not provided from surface designations. If facility depths are required, vacuum excavations will be necessary. CAS can provide depth approximations from EM or GPR equipment, but these are estimations and are not considered accurate.			
Proposal Total			\$ 8,700.00

Payment Terms are Invoice Net 30. Late Fees of 1.5% per month accrue after 30 days.

Accepted & Approved:	CMA	Signing this document constitutes a Contract and Promise to Pay. Customer agrees to pay all charges associated with the work performed. Payment terms are Net 30. Interest on late payments or balances will accrue at the rate of 1.5% per month after 45 days delinquency. CAS reserves all rights to secure payment and Debtor may be liable for all costs associated with collection of outstanding balances including, reasonable Attorney Fees and Court Costs.
 Approved	4.22.20 Date	



THANK YOU FOR YOUR BUSINESS!!!
Phone: 561-314-4445 Fax: 561-314-4457



March 3, 2020

CHEN MOORE AND ASSOCIATES

500 Australian Avenue South, Suite 850
West Palm Beach, FL 33401

Attention: Suzanne Dombrowski, P.E., ENV SP

O: +1 561.746.6900, Ext. 1035

C: +1 954.650.7996

Email: SDombrowski@chenmoore.com

**RE: Geotechnical Engineering Services Proposal
PBCWUD South Bay Force Main Project – Phase 1
Palm Beach County, Florida**

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

PROJECT INFORMATION

We understand that the Palm Beach County Water Utilities Department (PBCWUD) has retained Chen Moore & Associates for the above referenced project, which consists of the design and construction of a force main. The force main will be installed using the standard open trench construction technique and/or the horizontal directional drilling technique. Therefore, the purpose of our work is to obtain general subsurface soil information so that recommendations can be provided for the various geotechnical aspects of the project.

SCOPE OF SERVICES

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

1. Visit the site to field mark (paint and/or stake) the planned boring locations and observe existing site conditions.
2. Contact Sunshine 811 to request field location and clearance of underground utilities in the areas of the borings, as per Florida Statutes.
3. Mobilize a truck-mounted drilling rig to the site.
4. Perform a total of seven (7) Standard Penetration Test (SPT) borings. Two (2) SPT borings will be terminated at depths 50 feet and five (5) SPT borings will be terminated at depths of 20 feet below the existing ground surface.



561.841.0103



4152 W. Blue Heron Blvd. Suite 1114,
Riviera Beach, FL 33404



www.RADISE.com

5. Following completion of the drilling operations, the boreholes will be backfilled with grout.
6. Visually classify the collected soil samples in the field, with subsequent laboratory confirmation/QC verification of classifications using the Unified Soil Classification System (USCS).
7. Assign and perform a series of laboratory tests to ascertain the Soil Index properties for the soils encountered in each boring.
8. Provide a Geotechnical Engineering Report describing the field explorations and presenting the results including a boring location plan, a detailed graphical log of the soil borings showing the groundwater level and soil classifications, and a table of pertinent soil parameters (USCS classification, dry and saturated unit weight, friction angle, etc.).

We have presumed that the drilling work is being performed within Palm Beach County's right-of-way and that permits are not required from outside agencies.

SCHEDULE/DELIVERABLES

Upon receiving written authorization to proceed, we will commence with field marking of the boring locations and preparation of the utility locate request. Mobilization for the drilling operations will occur soon after Sunshine 811 clearance of boring locations is received from the contacted utilities. These upfront activities are expected to require about 3 weeks to complete.

The specified field drilling work is expected to require 3 days to complete. Laboratory visual classification of the soils and report preparation will require about 3 weeks to complete following completion of field work. We expect to provide the final report signed and sealed by a registered professional engineer within 6 to 7 weeks; however, accelerations of this schedule may be facilitated if needed.

COMPENSATION & TERMS

Based upon our understanding of the project and interpretation of your requirements, we propose to perform the scope of work outlined previously for a Lump Sum Fee as detailed in the Fee Breakdown on Attachment A.

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

CLOSURE

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



Sincerely,

RADISE International, L.C.



Andrew Nixon, P.E.
Operations Manager

Attachment: A – Fee Breakdown





ATTACHMENT A
FEE BREAKDOWN
GEOTECHNICAL ENGINEERING SERVICES
PBCWUD South Bay Force Main Project – Phase 1
Palm Beach County, Florida

	Qty	Unit	Unit Price	Unit Contract ID	Total
1.0 FIELD EXPLORATIONS					
1.1 Stake borings & Utility Clearance (Staff Engineer)	10	Hour	\$ 105.00	VIII.4	\$ 1,050.00
1.2 Mobilization of Truck Mounted Drilling Equipment to Project (100-Mile Travel)	1	Each	\$ 400.00	VI.8.2	\$ 400.00
1.3 <u>SPT Borings (2 to 50' & 5 to 20')</u>					
1.3.1 Standard Penetration Drilling - Truck w/Std Sampling (0'-50')	200	Foot	\$ 15.00	VI.3	\$ 3,000.00
1.3.2 Casing - 0' to 50' (VI 5)	200	Foot	\$ 6.50	VI.5	\$ 1,300.00
1.3.3 Grout Bore Holes - 0' to 50'	200	Foot	\$ 4.25	VI.4	\$ 850.00
				TOTAL FIELD WORK	\$ 6,600.00
2.0 LABORATORY SERVICES					
2.1 Classification QC/Verification (Staff Engineer)	4	Hour	\$ 105.00	VIII.4	\$ 420.00
2.2 Natural Sample Moisture Content	7	Each	\$ 15.45	I.10	\$ 108.15
2.3 Full Grain Size (8 sieves)	3	Each	\$ 85.00	III.1.A	\$ 255.00
2.4 Wash Through (#200)	7	Each	\$ 47.00	III.1.B	\$ 329.00
2.5 Organic Content Test	7	Each	\$ 46.00	I.7	\$ 322.00
				TOTAL LABORATORY SERVICES	\$ 1,434.15
3.0 PROFESSIONAL ENGINEERING AND REPORTING SERVICES					
3.1 Senior Geotechnical Engineer	4	Hour	\$ 155.00	VIII.2	\$ 620.00
3.2 Project Engineer	24	Hour	\$ 135.00	VIII.3	\$ 3,240.00
3.3 Staff Engineer	12	Hour	\$ 105.00	VIII.4	\$ 1,260.00
3.4 Drafter / CADD	8	Hour	\$ 68.00	VIII.7	\$ 544.00
				TOTAL PROFESSIONAL SERVICES	\$ 5,664.00
TOTAL AMOUNT					\$ 13,698.15

Q13



March 3, 2020

CHEN MOORE AND ASSOCIATES

500 Australian Avenue South, Suite 850
West Palm Beach, FL 33401

Attention: Suzanne Dombrowski, P.E., ENV SP

O: +1 561.746.6900, Ext. 1035

C: +1 954.650.7996

Email: SDombrowski@chenmoore.com

**RE: Geotechnical Engineering Services Proposal
PBCWUD South Bay Force Main Project – Phase II
Palm Beach County, Florida**

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

PROJECT INFORMATION

We understand that the Palm Beach County Water Utilities Department (PBCWUD) has retained Chen Moore & Associates for the above referenced project, which consists of the design and construction of a force main. The force main will be installed using the standard open trench construction technique and/or the horizontal directional drilling technique. Therefore, the purpose of our work is to obtain general subsurface soil information so that recommendations can be provided for the various geotechnical aspects of the project.

SCOPE OF SERVICES

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

1. Visit the site to field mark (paint and/or stake) the planned boring locations and observe existing site conditions.
2. Contact Sunshine 811 to request field location and clearance of underground utilities in the areas of the borings, as per Florida Statutes.
3. Mobilize a truck-mounted drilling rig to the site.
4. Perform a total of four (4) Standard Penetration Test (SPT) borings to depths of 20 feet below the existing ground surface.



561.841.0103



4152 W. Blue Heron Blvd. Suite 1114,
Riviera Beach, FL 33404



www.RADISE.com

5. Following completion of the drilling operations, the boreholes will be backfilled with grout.
6. Visually classify the collected soil samples in the field, with subsequent laboratory confirmation/QC verification of classifications using the Unified Soil Classification System (USCS).
7. Assign and perform a series of laboratory tests to ascertain the Soil Index properties for the soils encountered in each boring.
8. Provide a Geotechnical Engineering Report describing the field explorations and presenting the results including a boring location plan, a detailed graphical log of the soil borings showing the groundwater level and soil classifications, and a table of pertinent soil parameters (USCS classification, dry and saturated unit weight, friction angle, etc.).

We have presumed that the drilling work is being performed within Palm Beach County's right-of-way and that permits are not required from outside agencies.

SCHEDULE/DELIVERABLES

Upon receiving written authorization to proceed, we will commence with field marking of the boring locations and preparation of the utility locate request. Mobilization for the drilling operations will occur soon after Sunshine 811 clearance of boring locations is received from the contacted utilities. These upfront activities are expected to require about 3 weeks to complete.

The specified field drilling work is expected to require 2 days to complete. Laboratory visual classification of the soils and report preparation will require about 3 weeks to complete following completion of field work. We expect to provide the final report signed and sealed by a registered professional engineer within 6 to 7 weeks; however, accelerations of this schedule may be facilitated if needed.

COMPENSATION & TERMS

Based upon our understanding of the project and interpretation of your requirements, we propose to perform the scope of work outlined previously for a Lump Sum Fee as detailed in the Fee Breakdown on Attachment A.

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

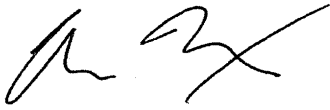
CLOSURE

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



Sincerely,

RADISE International, L.C.



Andrew Nixon, P.E.
Operations Manager

Attachment: A – Fee Breakdown





ATTACHMENT A
FEE BREAKDOWN
GEOTECHNICAL ENGINEERING SERVICES
PBCWUD South Bay Force Main Project – Phase II
Palm Beach County, Florida

	Qty	Unit	Unit Price	Unit Contract ID	Total
1.0 FIELD EXPLORATIONS					
1.1 Stake borings & Utility Clearance (Staff Engineer)	10	Hour	\$ 105.00	VIII.4	\$ 1,050.00
1.2 Mobilization of Truck Mounted Drilling Equipment to Project (100-Mile Travel)	1	Each	\$ 400.00	VI.8.2	\$ 400.00
1.3 <u>SPT Borings (4 to 20')</u>					
1.3.1 Standard Penetration Drilling - Truck w/Std Sampling (0'-50')	80	Foot	\$ 15.00	VI.3	\$ 1,200.00
1.3.2 Casing - 0' to 50' (VI 5)	80	Foot	\$ 6.50	VI.5	\$ 520.00
1.3.3 Grout Bore Holes - 0' to 50'	80	Foot	\$ 4.25	VI.4	\$ 340.00
			TOTAL FIELD WORK		\$ 3,510.00
2.0 LABORATORY SERVICES					
2.1 Classification QC/Verification (Staff Engineer)	3	Hour	\$ 105.00	VIII.4	\$ 315.00
2.2 Natural Sample Moisture Content	4	Each	\$ 15.45	I.10	\$ 61.80
2.3 Full Grain Size (8 sieves)	2	Each	\$ 85.00	III.1.A	\$ 170.00
2.4 Wash Through (#200)	4	Each	\$ 47.00	III.1.B	\$ 188.00
2.5 Organic Content Test	4	Each	\$ 46.00	I.7	\$ 184.00
			TOTAL LABORATORY SERVICES		\$ 918.80
3.0 PROFESSIONAL ENGINEERING AND REPORTING SERVICES					
3.1 Senior Geotechnical Engineer	4	Hour	\$ 155.00	VIII.2	\$ 620.00
3.2 Project Engineer	22	Hour	\$ 135.00	VIII.3	\$ 2,970.00
3.3 Staff Engineer	10	Hour	\$ 105.00	VIII.4	\$ 1,050.00
3.4 Drafter / CADD	6	Hour	\$ 68.00	VIII.7	\$ 408.00
			TOTAL PROFESSIONAL SERVICES		\$ 5,048.00
TOTAL AMOUNT					\$ 9,476.80

CM

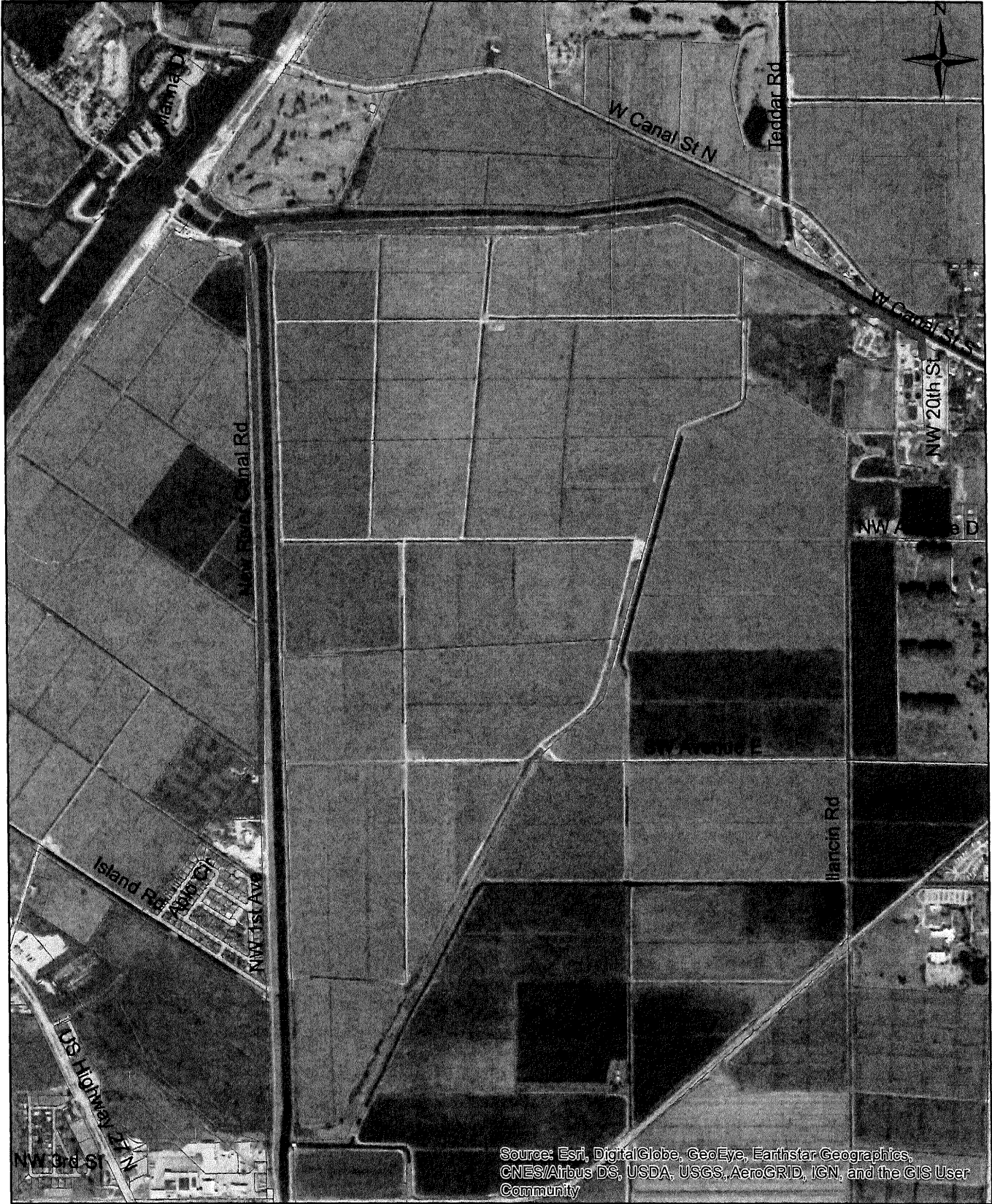
ATTACHMENT F

AUTHORIZATION STATUS REPORT

SUMMARY OF
SBE-M/WBE BUSINESS TRACKING

Master Contract Goal:	<u>100</u> (%)	SBE
Current Proposal		
Value of Authorization No.	<u>16</u>	\$285,163.34
Value of SBE-M/WBE Letters of Intent		\$285,163.34
Actual Percentage		<u>100.00</u> %
Signed/Approved Authorizations		
Total Value of Authorizations		\$805,802.60
Total Value of SBE-M/WBE Signed Subcontracts		\$798,627.60
Actual Percentage		<u>99.10</u> %
Signed/Approved Authorizations Plus Current Proposal		
Total Value of Authorizations		\$1,090,965.94
Total Value of Subcontracts & Letters of Intent		\$1,083,790.94
Actual Percentage		<u>99.34</u> %

Attachment G: Location Map
CSA 16: South Bay Force Main



N.T.S.

Legend

— Project Location





ATTACHMENT 3

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/20/2019

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 Lassiter-Ware Insurance of Tampa Bay 1300 N. Westshore Blvd. Suite 110 Tampa FL 33607		CONTACT NAME: Wendy Tyree PHONE (A/C, No, Ext): (800) 845-8437 FAX (A/C, No): (888) 883-8680 E-MAIL ADDRESS: wendytl@lassiterware.com	
INSURED Chen Moore & Associates, Inc. 500 W. Cypress Creek Road, Suite 630 Fort Lauderdale FL 33309		INSURER(S) AFFORDING COVERAGE INSURER A: Crum & Forster Specialty Insurance Co INSURER B: Old Dominion Insurance Co. INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 44520 40231	

COVERAGES CERTIFICATE NUMBER: 20-21 Cert 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"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> ContractorsPollution Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	EPK129413	01/01/2020	01/01/2021	EACH OCCURRENCE \$ 1,000,000						
	DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000												
	MED EXP (Any one person) \$ 5,000												
	PERSONAL & ADV INJURY \$ 1,000,000												
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	B1T2667W	01/01/2020	01/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000						
	BODILY INJURY (Per person) \$												
	BODILY INJURY (Per accident) \$												
	PROPERTY DAMAGE (Per accident) \$												
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			EFX114215	01/01/2020	01/01/2021	EACH OCCURRENCE \$ 5,000,000						
	AGGREGATE \$ 5,000,000												
	PER STATUTE OTH-ER												
	E.L. EACH ACCIDENT \$												
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					E.L. DISEASE - EA EMPLOYEE \$						
	E.L. DISEASE - POLICY LIMIT \$												
	A						Professional Liability (Claims-Made) Limits included with General Liability			EPK129413	01/01/2020	01/01/2021	Each Claim \$1,000,000
													Aggregate \$2,000,000

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

Re: Utility Distribution & Collection System Engineering Services, WUD Project No. WUD 17-005
Palm Beach County Board of County Commissioners, a Political Subdivision of the State of Florida, its officers, employees and agents are an additional insured under the terms and conditions of the General Liability and Automobile Liability policies, on a primary and non-contributory basis, with respect to work being performed by the named insured as required by written contract. The General Liability and Automobile Liability policies contain a Waiver of Subrogation in favor of the additional insureds providing the contract is executed prior to any loss. The Excess Liability policy extends over the General Liability, Automobile Liability, Professional Liability and Workers' Compensation policies (Technology Insurance Co.) per the terms and conditions of the policy. Cancellation: Thirty (30) days' notice except for Ten (10) days' notice for non-payment of premium.

CERTIFICATE HOLDER Palm Beach County Director Utilities Engineering 8100 Forest Hill Boulevard West Palm Beach FL 33413	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/20/2019

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	Libertate Insurance Services, LLC Libertate Insurance, LLC 707 East Washington Street Orlando, FL 32801	CONTACT NAME:	Engage PEO Certificate of Insurance Dept.		
		PHONE (A/C, No, Ext):	727-565-2950	FAX (A/C, No):	727-214-9088
		E-MAIL ADDRESS:	wc@engagepeo.com		
		INSURER(S) AFFORDING COVERAGE			NAIC #
www.libertateins.com		INSURER A :	Illinois National Insurance Co. 23817		
INSURED	The S2 HR Group, LLC dba Engage PEO (A PEO) Chen Moore & Associates, Inc. (A client of PEO) 3001 Executive Drive, Suite 340 St. Petersburg FL 33762	INSURER B :			
		INSURER C :			
		INSURER D :			
		INSURER E :			
		INSURER F :			

COVERAGES CERTIFICATE NUMBER: 53087906 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
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE \$
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMPI/OP AGG \$
	OTHER:						\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR						EACH OCCURRENCE \$
	EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE						AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WC14559391	1/1/2020	1/1/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	N/A				E.L. EACH ACCIDENT \$1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$1,000,000
							E.L. DISEASE - POLICY LIMIT \$1,000,000

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

Coverage is provided to the leased employees of, but not the subcontractors of, The S2 HR Group, LLC dba Engage PEO (A PEO) Chen Moore & Associates, Inc. (A client of PEO)

CERTIFICATE HOLDER	CANCELLATION
191083	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
Palm Beach County Utilities Department 8100 Forrest Hills Blvd. West Palm Beach FL 33413	AUTHORIZED REPRESENTATIVE
	Paul R. Hughes