

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS  
AGENDA ITEM SUMMARY**

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<b>Meeting Date:</b>	November 17, 2020	<b>Consent [X] Public Hearing [ ]</b>	<b>Regular [ ]</b>
<b>Department:</b>	Water Utilities Department		

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**I. EXECUTIVE BRIEF**

**Motion and Title:** Staff recommends motion to receive and file: Change Order (CO) No. 3 for the CD02 Reclaimed Water Main Improvements 24-inch Reclaimed Water Main Extension Under Florida's Turnpike west of Southern Region Water Reclamation Facility (Project) with D.B.E. Management, Inc., dba DBE Utility Services (Contractor) in the amount of \$3,500.00 and for an additional 76 calendar days project time extension.

**Summary:** On June 18, 2019, the Board of County Commissioners (BCC) approved the Palm Beach County Water Utilities Department (PBCWUD) Contract (R2019-0856) with Contractor. CO No. 1 was approved by PBCWUD in the amount of \$6,000.00 and provided for a 30-day time extension. CO No. 2 was approved by the Contract Review Committee (CRC) in the amount of \$0.00 and provided for a 60-day time extension. CO No. 3 was approved by the CRC on September 2, 2020 in the amount of \$3,500.00 and provided for a 76-day time extension. CO No. 3 was granted as a result of impacts of COVID-19 to the project schedule, delay in delivery of a valve actuator, and addition of a retaining wall to a concrete slab for the valve actuator. The cumulative time extension including CO Nos. 1, 2 and 3 is 150 days. County PPM CW-F-050 requires BCC notification when the cumulative limit of one hundred twenty (120) days has been reached to reset the applicable time limit approvals. (PBCWUD Project No. 17-062) District 5 (MJ)

**Background and Justification:** PBCWUD is administering a construction project with the Contractor for extension of a 24-inch reclaimed water main. Completion of the Project will improve the reclaimed water distribution system to the area west of the Florida's Turnpike and improve reliability and redundancy to the reclaimed water distribution system.

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**Attachments:**

1. Two (2) Originals of Change Order No. 3

Recommended By:	 Department Director	Date
Approved By:	 Assistant County Administrator	12/30/2020 Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2020	2021	2022	2023	2024
Capital Expenditures	\$3,500	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	\$3,500	0	0	0	0
# ADDITIONAL FTE POSITIONS (Cumulative)	0	0	0	0	0

Budget Account No.: Fund 4011 Dept 721 Unit W008 Object 6543


Is Item Included in Current Budget? Yes X No

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

Reporting Category N/A

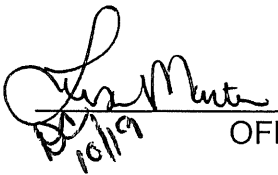
B. Recommended Sources of Funds/Summary of Fiscal Impact:

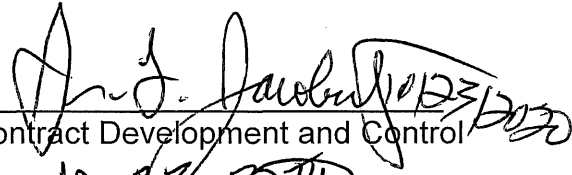
One (1) time expenditure from user fees, connection fees and balance brought forward.

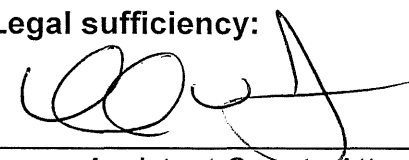
C. Department Fiscal Review:  GE

III. REVIEW COMMENTS

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

 10/20/2020  
OFMB BR 10/20

 10/23/2020  
Contract Development and Control 10-23-2020

B. Legal sufficiency:  10/30/2020  
Assistant County Attorney

C. Other Department Review:  
  
Department Director

**CHANGE ORDER NO. 3**  
**Palm Beach County Water Utilities Department**  
**Resolution No. R2019-0856 Contract Dated 6/18/19**

**Project Title: CD02 Reclaimed Water Main Improvements 24" Reclaimed Water Main Extension Under the Florida Turnpike West of the Southern Region Water Reclamation Facility**

**WUD Project No.: 17-062**

**Contractor: D.B.E. Management, Inc. dba DBE Utility Services**

**Address: 13387 Bryan Road, Loxahatchee, FL. 33470**

**Budget Line Item No. 4011 - 721 – W008 - 6543**

**District: 5**

**Notice to Proceed: 7/1/19**

The Contract provides for 89.49% SBE Participation. The Change Order includes 100% overall participation. The cumulative SBE participation including this Change Order is 89.57 %.

**You are directed to make the following changes in this contract:**

<b>3.1</b>	<b>Thirty (30) days time extension due to the COVID-19 impact to project schedule.</b>	<b>0.00</b>
<b>3.2</b>	<b>Thirty (30) days time extension due to valve actuator delivery delay</b>	<b>0.00</b>
<b>3.3</b>	<b>Add a retaining wall to the concrete slab for the actuators and sixteen (16) days.</b>	<b>3,500.00</b>
<b>Total:</b>		<b>3,500.00</b>

All Attachments to this Change Order are made a part of this Change Order and incorporated herein.

NOT VALID UNTIL SIGNED BY BOTH OWNER AND ENGINEER. SIGNATURE OF THE CONTRACTOR INDICATES THEIR AGREEMENT HERewith INCLUDING ANY ADJUSTMENT IN THE CONTRACT SUM OR CONTRACT TIME, AND NO ADDITIONAL COST OR TIME INDICATED HEREIN WILL BE RELATED TO THIS CHANGE

The Original Contract Sum was.....	<u><b>\$1,196,161.00</b></u>
Net Change by previous Change Order.....	<u><b>\$6,000.00</b></u>
The Contract Sum prior to this Change Order was.....	<u><b>\$1,202,161.00</b></u>
The Contract Sum will be <del>increased/decreased</del> by this Change Order.....	<u><b>\$ 3,500.00</b></u>
The New Contract Sum indicating this Change Order will be.....	<u><b>\$1,205,661.00</b></u>
The Contract Time will be <del>increased/decreased</del> by.....	<b>76 days</b>
The Date of Substantial Completion including this Change Order.....	<b>June 12, 2020</b>
The Date of Final Completion including this Change Order.....	<b>Aug. 11, 2020</b>

CHANGE ORDER NO. 3  
Palm Beach County Water Utilities Department  
Resolution No. R2019-0856 Contract Dated 6/18/19

Execution of this change order acknowledges final settlement of, and releases, all claims for costs and time associated, directly or indirectly, with the above stated modification(s), including all claims for cumulative delays or disruptions resulting from, caused by, or incident to such modification(s), and including any claim that the above stated modification(s) constitutes, in whole or part, a cardinal change to the contract.

D.B.E. MANAGEMENT, INC. d/b/a  
DBE UTILITY SERVICES

Palm Beach County  
Contract Review Committee

CONTRACTOR  
13387 BRYAN RD  
LOXAHATCHEE, FL 33470

KESHAVARZ & ASSOCIATES, INC.  
ENGINEER  
711 North Dixie Hwy, #201  
West Palm Beach, FL 33401

OWNER  
301 N. Olive Avenue  
West Palm Beach, FL 33401

ADDRESS  
SIGNATURE

ADDRESS  
SIGNATURE

ADDRESS  
SIGNATURE

DUSTIN ERTLE  
PRINT NAME

Randy Wertepny, P.E.  
PRINT NAME

Irwin L. Jacobowitz, J.D.  
PRINT NAME

PRESIDENT  
TITLE

Vice President of Engineering  
TITLE

Director,  
Contract Development & Control  
TITLE

7/10/2020  
DATE

7/17/20  
DATE

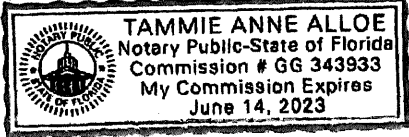
9/2/2020  
DATE

STATE OF FLORIDA  
COUNTY OF FLORIDA

The foregoing instrument was acknowledged before me by means of (X) physical presence or ( ) online notarization, this 10 day of JULY 2020, by DUSTIN ERTLE, who is (X) personally known to me or ( ) has produced as identification.

(Signature of Notary Public – State of Florida)

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



**CHANGE ORDER NO. 3**  
**Palm Beach County Water Utilities Department**  
**Resolution No. R2019-0856 Contract Dated 6/18/19**

**LIST OF ATTACHMENTS**

<b>ATTACHMENT A</b>	Change Order Summary and Categorization
<b>ATTACHMENT B</b>	Change Order Additions/Deletions Summary
<b>ATTACHMENT C</b>	OEBO Schedule 1 and Schedule 2
<b>ATTACHMENT D</b>	Location Map
<b>ATTACHMENT E</b>	Bond Rider (if applicable)
<b>ATTACHMENT F</b>	Supporting Documentation

**Revised 06/09/2020**

# ATTACHMENT A

## CHANGE ORDER NO. 3, SUMMARY AND CATEGORIZATION

Project Title: CD02 Reclaimed Water Main Improvements 24" Reclaimed Water Main Extension Under the Florida Turnpike

West of the Southern Region Water Reclamation Facility. WUD Project No.: 17-062

Resolution No.: R2019-0856

Item No.	C.O. Code	Scope of Work	Additions	(Deletions)	Net Change	Time
3.1	O	Thirty (30) days time extension due to COVID-19 impact to project schedule.	\$ 0	\$ 0	\$ 0	30 days
3.2	O	Thirty (30) days time extension due to actuator valve delivery delay.	\$0	\$ 0	\$ 0	30 days
3.3	O	Add a retaining wall to the concrete slab for the actuators.	\$3,500.00	\$ 0	\$ 3,500.00	16 days
Total			\$3,500.00	\$ 0	\$3,500.00	76 days

### CHANGE ORDER CATEGORIZATION CODE

- O OWNER INITIATED
- D DIFFERING SITE CONDITIONS
- E ERRORS and OMISSIONS
- Z ZONING/CODE/ORDINANCE CHANGES
- Q QUANTITY OVERRUNS/UNDERRUNS
- R REQUEST BY ANOTHER AGENCY

ATTACHMENT B

CHANGE ORDER ADDITIONS/DELETIONS SUMMARY

Project Title: CD02 Reclaimed Water Main Improvements 24" Reclaimed  
Water Main Extension under the Florida Turnpike West of the SRWRF  
Contractor: D.B.E. Management Inc. dba DBE Utility Services  
WUD Project No.: 17-062  
Resolution No.: R2019-0856  
Date Approved: 6/18/19, Contract Amount: \$1,196,161.00

APPROVAL LIMITS:

<u>Department Head</u>	<u>Contract Review Committee</u>
<u>Amount/Days</u>	<u>Amount/Days</u>
<u>Individual C.O.</u> \$50,000.00 - 30 Days	\$100,000.00 - 90 Days
<u>Cumulative C.O.</u> \$250,000.00 <sup>1</sup> - 30 Days	\$250,000.00 <sup>1</sup> - 120 Days

C.O. NO.	DATE APPROVED	NET CHANGE <sup>2</sup>	DEPARTMENT HEAD (ADDS PLUS DEDUCTS) <sup>3</sup>		CONTRACT REVIEW COMMITTEE (ADDS PLUS DEDUCTS) <sup>3</sup>		TOTAL DEPT. HEAD & CONTRACT REVIEW COMM. (ADDS PLUS DEDUCTS) <sup>3</sup>		BOARD OF COUNTY COMMISSIONERS (ADDS PLUS DEDUCTS) <sup>3</sup>		TOTALS
			AMOUNT	DAYS	AMOUNT	DAYS	AMOUNT	DAYS	AMOUNT	DAYS	
1	2/5/20	6,000.00	6,000.00	30	0	0	6,000.00	30	0	0	6,000.00
2	3/18/20	0	0	0	0	60	0	60	0	0	0
3	pending	3,500.00	0	0	3,500.00	76	3,500.00	76	0	0	3,500.00
		\$9,500.00	\$6,000.00	30	\$3,500.00	136	\$9,500.00	166	\$0	0	\$9,500.00

NOTES:

1. Per PPM #CW-F-050, upon approval of the C.O. in the cumulative amount of \$250,000.00 or 5% of Contract Amount (> \$5 million), Receive and File must be submitted to the Board of County Commissioners to reset the dollar amount.
2. Net Change reflects the net amount of additions plus deductions.
3. Adds plus Deducts reflects the net value of unrelated changes for use in determining the approval authority for the Change Order.

**ATTACHMENT C**  
**OEBO SCHEDULE 1**

**OFFICE OF EQUAL BUSINESS OPPORTUNITY COMPLIANCE**  
**PROGRAMS**

OEBO SCHEDULE 1

LIST OF PROPOSED CONTRACTOR/CONSULTANT AND SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION  
CD02 RECLAIMED WATER MAIN IMPROVEMENTS

SOLICITATION/PROJECT/BID NAME: 24-IN RECLAME WATER MAIN EXTENSION SOLICITATION/PROJECT/BID No.: WUD 17-082  
NAME OF PRIME RESPONDENT/BIDDER: D.B.E. MANAGEMENT, INC. dba DBE UTILITY SERVICES ADDRESS: 13387 BRYAN RD LOXAHATCHEE, FL 33470  
CONTACT PERSON: DUSTIN ERTLE PHONE NO.: 561-508-3708 E-MAIL: DERTL@DBEUTILITYSERVICES.COM  
SOLICITATION OPENING/SUBMITTAL DATE: 01/24/2019 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 Minority/Women Business	SBE Small Business	Black	Hispanic	Women	Caucasian	Other (Please Specify)
1. D.B.E. MANAGEMENT, INC. dba DBE UTILITY SERVICES 13387 BRYAN RD LOXAHATCHEE, FL 33470	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>				100%	
2.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					
(Please use additional sheets if necessary)							Total	100%
Total Bid Price \$ 3,500.00			Total SBE/M/WBE Participation			100%		

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

  
Signature

DUSTIN ERTLE - PRESIDENT  
Title

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

**ATTACHMENT C**  
**OEBO SCHEDULE 2**

**OFFICE OF EQUAL BUSINESS OPPORTUNITY COMPLIANCE**  
**PROGRAMS**

**Revised 06/09/2020**

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## 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 17-062**

SOLICITATION/PROJECT NAME: **CD02 RECLAIMED WATER MAIN IMPROVEMENTS 24" RECLAIMED WATER MAIN EXTENSION**

Prime Contractor: **D.B.E. MANAGEMENT, INC. dba DBE UTILITY SERVICES** Subcontractor: **D.B.E. MANAGEMENT, INC. dba DBE UTILITY SERVICES**

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

☒ SBE ☐ WBE ☐ MBE ☐ M/WBE ☐ Non-S/M/WBE Date of Palm Beach County Certification (if applicable): **08/12/2018 TO 09/01/2019**

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
3.1	30 day time extension due to corona virus impact to project	\$0.00	1	N/A	100 %
3.2	30 day time extension due to actuator valve delivery	\$0.00	1	N/A	100%
3.3	Additional work to concrete slab for actuator	\$3,500.00	1	N/A	100%

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

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 2<sup>nd</sup>/3<sup>rd</sup> Tier Subcontractor/subconsultant

Price or Percentage: **N/A**

D.B.E. MANAGEMENT, INC. dba DBE UTILITY SERVICES

Print Name of Prime

By:

Authorized Signature

**DUSTIN ERTLE**

Print Name

**PRESIDENT**

Title

Date:

**7/10/2020**

D.B.E. MANAGEMENT, INC. dba DBE UTILITY SERVICES

Print Name of Subcontractor/subconsultant

By:

Authorized Signature

**DUSTIN ERTLE**

Print Name

**PRESIDENT**

Title

Date:

**7/10/2020**

Revised 09/17/2019

## **ATTACHMENT D**

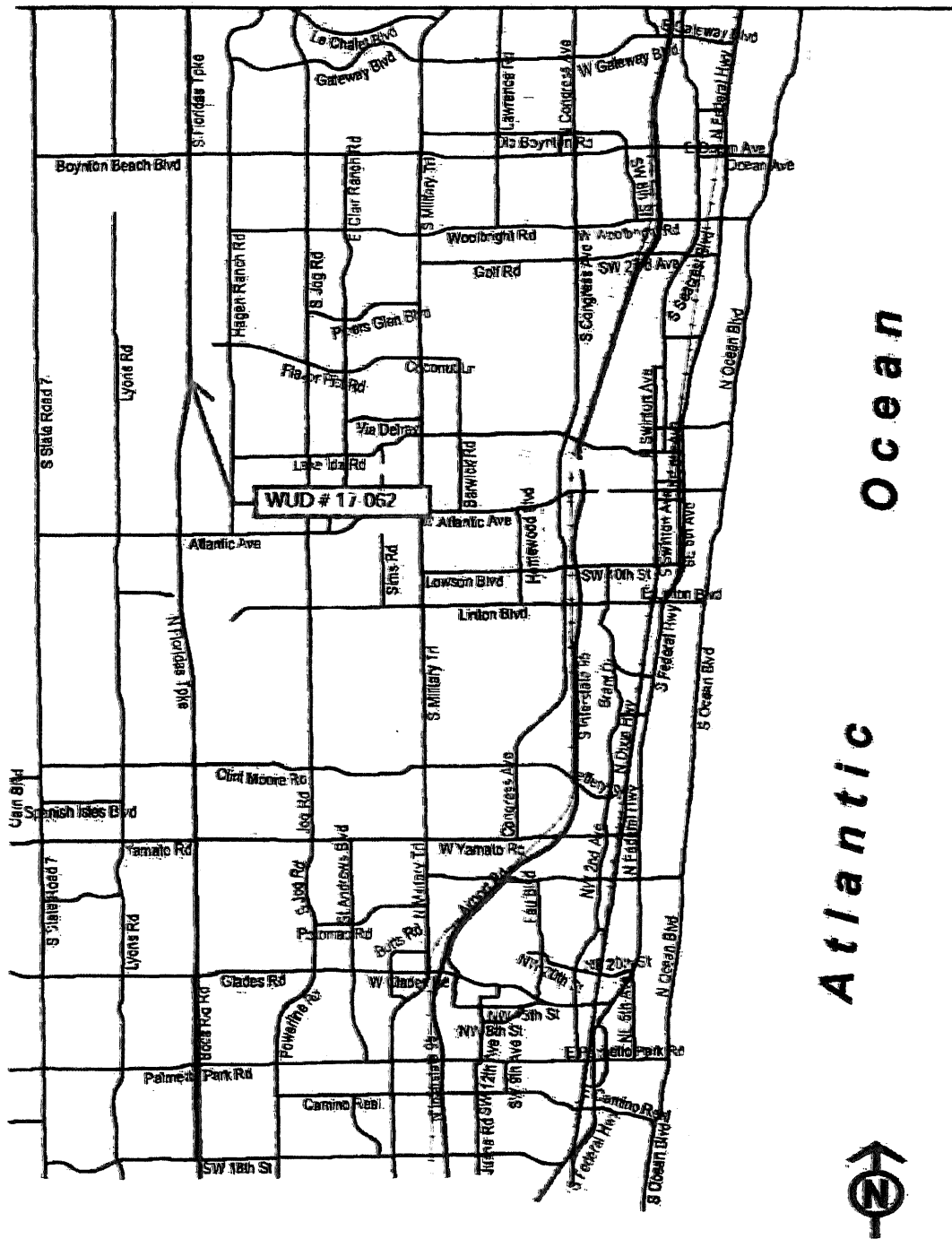
### **LOCATION MAP**

**Revised 06/09/2020**

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ATTACHMENT D

LOCATION MAP



Revised 9-25-19

# **ATTACHMENT E**

## **BOND RIDER (IF APPLICABLE)**

**Revised 06/09/2020**

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SURETY RIDER

- ☒ OLD REPUBLIC SURETY COMPANY  
☐ OLD REPUBLIC INSURANCE COMPANY  
☐ BITUMINOUS CASUALTY  
☐ OLD REPUBLIC GENERAL INSURANCE CORPORATION

TO BE ATTACHED TO AND FORM PART OF

Performance and Payment Bond  
(Type of bond)

Bond Number 5143275

IN FAVOR OF Palm Beach County

(Obligees)

ON BEHALF OF D.B.E. Management, Inc. dba DBE Utility Services

(Principal)

EFFECTIVE April 9, 2019

(Original Effective Date)

IT IS AGREED THAT, in consideration of the original premium charged for this bond, and any additional premium that may be properly chargeable as a result of this rider,

1. The Surety hereby gives its consent to:

☒ INCREASE

☐ CHANGE THE NAME OF THE PRINCIPAL

☐ DECREASE

☐ CHANGE THE ADDRESS OF THE PRINCIPAL

☐ CHANGE THE EFFECTIVE DATE

☐ CHANGE THE EXPIRATION DATE

☐ OTHER \_\_\_\_\_

(of) the attached bond

FROM: \$1,202.161

TO: \$1,205.661

EFFECTIVE: July 10, 2020

2. PROVIDED, however, that this attached bond shall be subject to all its agreements, limitations, and considerations except as herein expressly modified, and that the liability of the Surety under the attached bond and under the attached bond as changed by this rider shall not be cumulative.

3. Signed and sealed this 10th day of July, 2020

ACCEPTED BY:

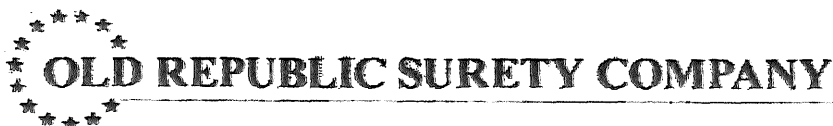
Old Republic Surety Company

SURETY

By: Angelo G. Zarvos

(TITLE)

ATTORNEY-IN-FACT



POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That OLD REPUBLIC SURETY COMPANY, a Wisconsin stock insurance corporation, does make, constitute and appoint:

GUS E. ZERVOS, STEPHEN M. ZERVOS, DAVID C. LANGE, ANGELO G. ZERVOS, MICHAEL G. ZERVOS, DONALD W. BURDEN, OF SOUTHFIELD, MI

its true and lawful Attorney(s)-in-Fact, with full power and authority, for and on behalf of the company as surety, to execute and deliver and affix the seal of the company thereto (if a seal is required), bonds, undertakings, recognizances or other written obligations in the nature thereof, (other than bail bonds, bank depository bonds, mortgage deficiency bonds, mortgage guaranty bonds, guarantees of installment paper and note guaranty bonds, self-insurance workers compensation bonds guaranteeing payment of benefits, asbestos abatement contract bonds, waste management bonds, hazardous waste remediation bonds or black lung bonds), as follows:

ALL WRITTEN INSTRUMENTS

and to bind OLD REPUBLIC SURETY COMPANY thereby, and all of the acts of said Attorneys-in-Fact, pursuant to these presents, are satisfied and confirmed. This appointment is made under and by authority of the board of directors at a special meeting held on February 18, 1982. This Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolutions adopted by the board of directors of the OLD REPUBLIC SURETY COMPANY on February 18, 1982.

RESOLVED that, the president, any vice-president, or assistant vice president, in conjunction with the secretary or any assistant secretary, may appoint attorneys-in-fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the company to execute and deliver and affix the seal of the company to bonds, undertakings, recognizances, and suretyship obligations of all kinds; and said officers may remove any such attorney-in-fact or agent and revoke any Power of Attorney previously granted to such person.

RESOLVED FURTHER, that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the Company

- (i) when signed by the president, any vice president or assistant vice president, and attested and sealed (if a seal be required) by any secretary or assistant secretary; or
- (ii) when signed by the president, any vice president or assistant vice president, secretary or assistant secretary, and countersigned and sealed (if a seal be required) by a duly authorized attorney-in-fact or agent; or
- (iii) when duly executed and sealed (if a seal be required) by one or more attorneys-in-fact or agents pursuant to and within the limits of the authority evidenced by the Power of Attorney issued by the company to such person or persons.

RESOLVED FURTHER, that the signature of any authorized officer and the seal of the company may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the company, and such signature and seal when so used shall have the same force and effect as though manually affixed.

IN WITNESS WHEREOF, OLD REPUBLIC SURETY COMPANY has caused these presents to be signed by its proper officer, and its corporate seal to be affixed this 12TH day of MAY, 2020.

*Karen J. Haffner*

Assistant Secretary



OLD REPUBLIC SURETY COMPANY

*Alan Paylic*

President

STATE OF WISCONSIN, COUNTY OF WAUKESHA--SS

On this 12TH day of MAY, 2020

, personally came before me, Alan Paylic and

Karen J. Haffner

, to me known to be the individuals and officers of the OLD REPUBLIC SURETY COMPANY who executed the above instrument, and they each acknowledged the execution of the same, and being by me duly sworn, did severally depose and say, that they are the said officers of the corporation aforesaid, and that the seal affixed to the above instrument is the seal of the corporation, and that said corporate seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority of the board of directors of said corporation.



*Kathryn R. Pearson*

Notary Public

My commission expires: 9/28/2022

(Expiration of notary commission does not invalidate this instrument)

CERTIFICATE

I, the undersigned, assistant secretary of the OLD REPUBLIC SURETY COMPANY, a Wisconsin corporation, CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolutions of the board of directors set forth in the Power of Attorney, are now in force.

46-5195



Signed and sealed at the City of Brookfield, WI this 10th day of July 2020

*Karen J. Haffner*

Assistant Secretary

ZERVOS GROUP, INC.

## **ATTACHMENT F**

### **SUPPORTING DOCUMENTATION**

**Revised 06/09/2020**

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# DBE UTILITY SERVICES

13387 Bryan Rd. • Loxahatchee, FL 33470 • 561.508.3708 • [www.dbeutilityservices.com](http://www.dbeutilityservices.com)

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## DIRECTIONAL BORING SERVICES

**Licensed, Bonded, and Fully Insured with Excellent Safety Record**

July 10, 2020

**RE: Change Order #3 – Request**

Dear Sir/Madam:

We would like to make the following changes to our contract for project WUD 17-062:

**3.1 30 Day time extension due to the Corona Virus impact to the project**

Reason for request: Corona Virus Covid-19 state wide impact; including and not limited to loss of personnel due to virus. In addition vendors & suppliers created additional delays due to their impacted personnel.

**3.2 30 day time extension due to the valve actuator delivery**

Reason for request: there was extended lead time associated with the required product

**3.3 Additional work to concrete slab for actuator (16 days)**

Reason for request: Due to field required changes; COST \$3,500.00

Sincerely,

Dustin Ertle  
President



**KESHAVARZ  
& ASSOCIATES**  
Civil, Mechanical, Electrical, and Structural

**Mr. Joseph Tanacredi, P.E.  
Palm Beach County Water Utilities Dept.  
8100 Forest Hill Boulevard  
West Palm Beach, FL 33413**

**July 16<sup>th</sup>, 2020**

**K&A Project No. 17-1185**

**Reference: 24" Reclaimed Water Main Extension under the Florida Turnpike west of the  
Southern Region Water Reclamation Facility (WUD No. 17-062)**

**Dear Mr. Riccobono,**

**DBE Management, Inc. has submitted a change order request for a contract extension of 76 calendar days and \$3500.00 for additional work to add a retaining wall to the concrete slab for the actuators to match existing grades.**

**The rationale for the 76 calendar days requested are enumerated as follows:**

- 30 day time extension due to Corona Virus impact to project
- 30 day time extension due to actuator valve delivery
- 16 day time extension due to additional work to concrete slab for actuator

**This construction sequence results in a contract duration of 346 calendar days, 166 days longer than the original contract duration of 180 days. Keshavarz and Associates, Inc. recommends the approval of Change Order No. 3 for a 76 calendar day contract extension and \$3500.00 for additional work to modify the concrete slab for the actuators.**

**Sincerely,**

**John Healy, P.E.  
Keshavarz & Associates**

**INTER-OFFICE COMMUNICATION  
Palm Beach County  
WATER UTILITIES DEPARTMENT**

**DATE:** August 10, 2020  
**TO:** File  
**FROM:** Joseph Tanacredi, P.E., Construction Services  
**RE:** Change Order No. 3, CD02 Reclaim W. M. Improvements  
WUD 17-062

- 3.1 Contractor requesting thirty (30) days time extension due to COVID-19.
- 3.2 Contractor requesting thirty (30) days time extension for actuator delivery delay.
- 3.3 Add retaining wall to the concrete slab for the actuators (\$3,500) and sixteen (16) days.

ACORD™

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/14/2020

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 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 ZERVOS GROUP INC 24724 Farmbrook P O Box 2067 Southfield, MI 48037-2067	CONTACT NAME: PHONE (A/C, No, Ext): 248 355-4411 FAX (A/C, No): 248 355-2175 E-MAIL ADDRESS:  INSURER(S) AFFORDING COVERAGE INSURER A : National Fire Insurance Co. Hartford INSURER B : Continental Insurance Company INSURER C : Zurich American Insurance Company INSURER D : INSURER E : INSURER F : NAIC # 20478 35289 16535
INSURED DBE UTILITY SERVICES DBE MANAGEMENT, INC. DBA 13387 Bryan Road Loxahatchee Groves, FL 33470	

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual <input checked="" type="checkbox"/> X, C & U GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:	X	X	6016779312	03/31/2020	03/31/2021	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$100,000 MED EXP (Any one person) \$15,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	X	X	6016779357	03/31/2020	03/31/2021	COMBINED SINGLE LIMIT (Per accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTIONS \$10,000	X	X	6016779343	03/31/2020	03/31/2021	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE/OFFICER/MEMBER EXCLUDED? <input checked="" type="checkbox"/> Y <input type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		X	6018627222	03/31/2020	03/31/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
C	Leased or Rented Equipment Scheduled Equip.			CPP4198317	08/13/2020	08/13/2021	\$300,000 max each item Deductible \$5,000 See Below

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

Re: WUD Project No. 15-102 - CD03 Water Distribution System Improvements - Phase 2: Water Main

Replacement at Belvedere Road and Florida's Turnpike.

Palm Beach County, Board of County Commissioners, a political subdivision of the State of Florida, Palm

Beach County Water Utilities Department, its officers, directors, agents and employees are named as

Additional Insured(s) with respects to the General Liability on a primary and non-contributory basis

(See Attached Descriptions)

## CERTIFICATE HOLDER

## CANCELLATION

Palm Beach County  
Dept: Water Utilities  
8100 Forest Hill Blvd.  
West Palm Beach, FL 33413

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

*A. J. P.*

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## DESCRIPTIONS (Continued from Page 1)

including completed operations as where required by written contract, for the work performed by the Named Insured for the Certificate Holder. A Waiver of Subrogation applies in favor of the Additional Insured(s). Written 30 Day notice of cancellation shall be provided by the issuing carrier. Palm Beach County, Board of county Commissioners, a political subdivision of the Sate of Florida are named as Additional Insured(s) and Loss Payee with respects to the Inland Marine/Transit.

Florida Department of State

DIVISION OF CORPORATIONS



Department of State / Division of Corporations / Search Records / Search by Entity Name /

**Detail by Entity Name**Florida Profit Corporation  
D.B.E. MANAGEMENT, INC.**Filing Information**

<b>Document Number</b>	P04000088463
<b>FEI/EIN Number</b>	20-1331070
<b>Date Filed</b>	06/07/2004
<b>State</b>	FL
<b>Status</b>	ACTIVE
<b>Last Event</b>	AMENDMENT
<b>Event Date Filed</b>	03/17/2016
<b>Event Effective Date</b>	NONE

**Principal Address**13313 Bryan Rd  
Loxahatchee, FL 33470

Changed: 04/30/2017

**Mailing Address**13387 Bryan Rd  
Loxahatchee, FL 33470

Changed: 04/30/2017

**Registered Agent Name & Address**ERTLE, DUSTIN B  
13313 Bryan Rd  
Loxahatchee, FL 33470

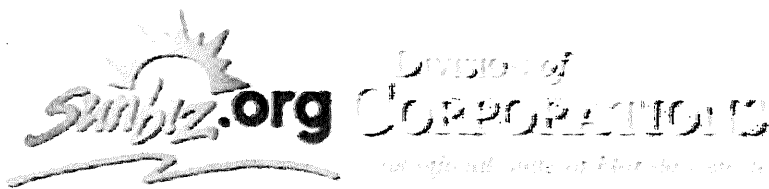
Address Changed: 04/30/2017

**Officer/Director Detail****Name & Address**

Title PT

ERTLE, DUSTIN B  
13313 Bryan Rd  
Loxahatchee, FL 33470

Title Asst. Secretary



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[Fictitious Name Search](#)

No Filing History

## Fictitious Name Detail

**Fictitious Name**

DBE UTILITY SERVICES

**Filing Information**

Registration Number G19000018834  
Status ACTIVE  
Filed Date 02/06/2019  
Expiration Date 12/31/2024  
Current Owners 1  
County MULTIPLE  
Total Pages 1  
Events Filed NONE  
FE/EIN Number 20-1331070

**Mailing Address**

13387 BRYAN RD  
LOXAHATCHEE, FL 33470

**Owner Information**

DBE MANAGEMENT, INC.  
13387 BRYAN RD  
LOXAHATCHEE, FL 33470  
FE/EIN Number: 20-1331070  
Document Number: P04000088463

**Document Images**

02/06/2019 – Fictitious Name Filing

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[Fictitious Name Search](#)

No Filing History



INTEROFFICE COMMUNICATION  
PALM BEACH COUNTY

BUDGET AVAILABILITY STATEMENT  
CHANGE ORDERS AND CONSULTANT SERVICES AUTHORIZATION

DATE: August 25, 2020

TO: Irwin L. Jacobowitz, Director  
Contract Development and Control

FROM: Guy Eggertsson, Fiscal Manager I  
Finance and Administration  
Water Utilities Department

RE: 24-Inch Reclaimed Water Main Extension Under Florida'S Turnpike West Of S.R.W.R.F.  
D.B.E. Management, Inc.  
WUD Project No. 17-062

Change Order No. 3

**FISCAL IMPACT ANALYSIS:**

Five Year Summary of Fiscal Impact:

	2020	2021	2022	2023	2024
Capital Expenditures	\$3,500.00				
Operating Costs					
Days	76				

Is Item included in current budget? Yes X No

Budget Account Number:

Fund	Department	Unit	Object	Program	Period	Allocation
4011	721	W008	6543			\$3,500.00

Recommended Sources of Funds/Summary of Fiscal Impact:

WUD User Fees.

d\_rpt\_bas\_contract

**Contract Review Committee**

☒ **Change Order**      ☐ **Supplements**      ☐ **Final Payment**  
☐ **Work Authorization**      ☐ **CSA**

WUD Project #: 17-062

Name of Contract: CD02 Reclaim Water Main Improvements      Contract Approval Date: 6/18/19

Contractor/Consultant: D.B.E. Management, Inc.dba DBE Utility Services

CSA/WA #: \_\_\_\_\_

Supplement #: \_\_\_\_\_

Change Order # : 3

Notice To Proceed (NTP) Date: 7/01/19

Contract Duration (Days): 240

Substantial Completion Date: 12/28/19

Final Completion Date: 02/26/20

Total Change Order Days Up to Date: 150

Current Substantial Completion Date: 6/12/20

Current Final Completion Date: 8/11/20

Contract Liquidated Damages:      \$1,000.00      Days: 0  
   \$500.00  
   Amount \$: 0.00

Original SBE Participation Goal: 89.49 %      Actual SBE Participation Goal: 89.49 %

<u>Supplement # / Change #</u>	<u>Amount</u>	<u>Days</u>	<u>Approval Date</u>	<u>Approved By</u>
CO#1	\$6,000.00	30	2/05/20	Dir
CO# 2	0.00	60	3/18/20	CRC
CO # 3	\$3,500.00	76	pending	CRC