

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

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<b>Meeting Date:</b>	November 16, 2021	<input checked="" type="checkbox"/> Consent	<input type="checkbox"/> Regular	
		<input type="checkbox"/> Workshop	<input type="checkbox"/> Public Hearing	

<b>Department:</b>	Engineering & Public Works Department
<b>Submitted By:</b>	Engineering & Public Works Department
<b>Submitted For:</b>	Roadway Production Division

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**I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to approve:**

- A) a Consultant Service Authorization (CSA) to the Annual Construction Engineering Inspection (CEI) Professional Services Contract (R2021-0882) dated July 13, 2021 (Contract) with Mehta and Associates, Inc. (MAI) in the amount of \$183,991.50 for CEI of Belvedere Heights Phase 2 (Project); and
- B) a budget amendment of \$275,000 in the Capital Outlay Fund to recognize reimbursement funding from Westgate Belvedere Homes Community Redevelopment Agency (Westgate CRA) and appropriate it to the Project.

**SUMMARY:** Approval of this CSA will authorize the professional services necessary for CEI of the Project. In an Interlocal Agreement (R2021-0777), dated June 15, 2021, the Westgate CRA agreed to pay all funds necessary for the CEI of the Project. Approval of this budget amendment will recognize the reimbursement funding from the Westgate CRA. The Affirmative Procurement Initiatives selected for this Contract on November 6, 2019 by the Goal Setting Committee are a 20% minimum mandatory Small Business Enterprise (SBE) participation and an SBE evaluation preference. MAI agreed to 20% SBE participation for the Contract. They agreed to 20.51% SBE participation for this CSA. Their cumulative SBE participation to date for the Contract including this CSA is 21.68%. MAI has an office in Palm Beach County (County). District 2 (YBH)

**Background and Justification:** On July 13, 2021, the Board of County Commissioners (BCC) approved the Contract with MAI to provide the professional services for CEI throughout the County. The fee, as detailed in **Exhibit B** of the attached CSA, has been negotiated as just and reasonable compensation as follows:

Basic Services (Lump Sum)	<u>\$183,991.50</u>	(CEI)
Total:	\$183,991.50	

After reviewing the attached CSA and finding it in proper order, the Engineering Department recommends BCC approval.

**Attachments:**

- 1. Location Map
- 2. CSA with Exhibits A, B, C, D & Ebix Insurance Compliance (2)
- 3. Budget Amendment

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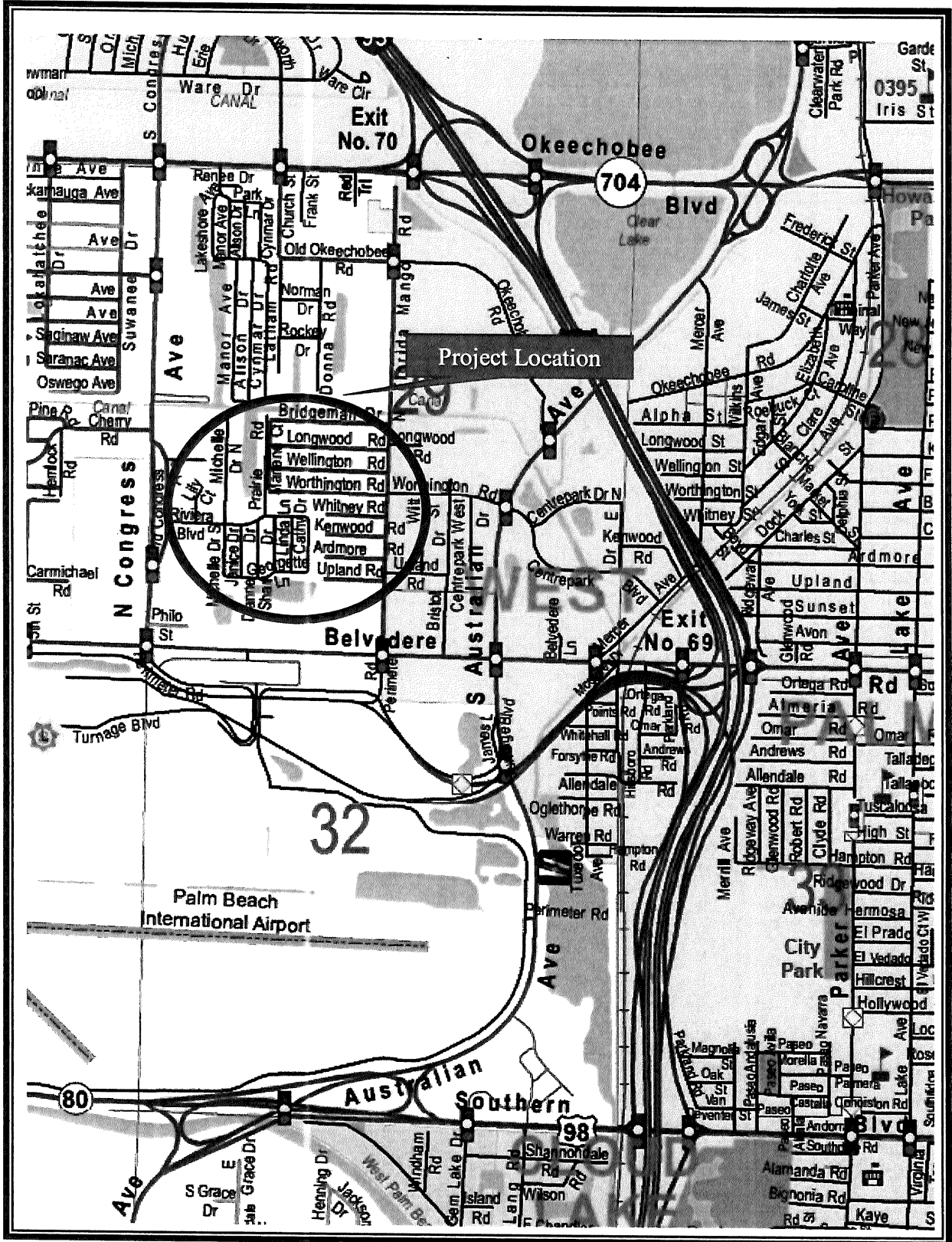
Recommended by:	<i>YBH/TEL</i> <u>J. Kelle FOR</u> County Engineer	<u>11/01/2021</u> Date
Approved By:	<u>P. [Signature]</u> Assistant County Administrator	<u>11/4/21</u> Date



PROJECT LOCATION

BELVEDERE HEIGHTS PHASE 2 CEI

Palm Beach County Project #2019024



LOCATION MAP

**CONSULTANT SERVICE AUTHORIZATION TO THE  
ANNUAL CONSTRUCTION ENGINEERING INSPECTION (CEI)  
PROFESSIONAL SERVICES CONTRACT  
BY AND BETWEEN PALM BEACH COUNTY  
AND MEHTA AND ASSOCIATES, INC. FOR  
BELVEDERE HEIGHTS PHASE 2 CEI  
PROJECT # 2019024**

This Consultant Service Authorization to the Annual CEI Professional Services Contract, dated July 13, 2021 (ANNUAL CONTRACT), is made and entered into on \_\_\_\_\_, by and between Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners (COUNTY) and Mehta and Associates, Inc., a Florida for Profit Corporation (CONSULTANT) whose Federal ID is 59-2827930 (individually Party and collectively Parties).

**WITNESSETH**

WHEREAS, the COUNTY and CONSULTANT entered into the ANNUAL CONTRACT on July 13, 2021; and

WHEREAS, the COUNTY requires CEI professional services for the Belvedere Heights Phase 2, Project No. 2019024 (PROJECT); and

WHEREAS, the COUNTY desires the CONSULTANT to perform CEI professional services for the PROJECT; and

WHEREAS, the CONSULTANT agrees to provide the CEI professional services as required for the PROJECT; and

WHEREAS, the following fee has been negotiated and found to be reasonable compensation for these professional services to be performed by the CONSULTANT:

Basic Services in a lump sum fee of \$183,991.50  
Reimbursable Expenses capped at \$0.00  
Optional Services capped at \$0.00  
Totaling **\$183,991.50**

*Project # 2019024*

NOW, THEREFORE, THIS INDENTURE WITNESSETH: That for and in consideration of the mutual benefits to flow from each to the other, the Parties hereto agree as follows:

The above recitals are true and correct and are incorporated herein.

The following Exhibits are attached to and made a part of this Consultant Service Authorization.

**Exhibit A** - Scope of Work including Work Schedule

**Exhibit B** - Fee Schedule

**Exhibit C** – OEBO Schedules 1 and 2

**Exhibit D** – Consultant Service Authorization History

The COUNTY agrees to pay the CONSULTANT a fee of One Hundred Eighty-Three Thousand Nine Hundred Ninety One Dollars and Fifty Cents (\$183,991.50) for this Consultant Service Authorization.


Except as hereby amended, changed or modified, all other provisions of the ANNUAL CONTRACT, shall remain in full force and effect.

REMAINDER OF PAGE LEFT BLANK INTENTIONALLY

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida, has made and executed this Consultant Service Authorization for the PROJECT, pursuant to the ANNUAL CONTRACT, on behalf of the COUNTY, and CONSULTANT has hereunto set its hand the day and year above written.

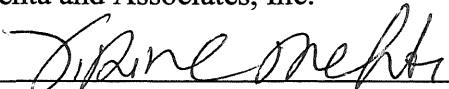
**OWNER:**

APPROVED AS TO TERMS  
AND CONDITIONS

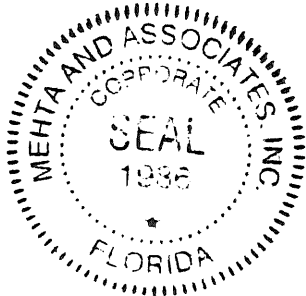
By:   
Morton L. Rose, P.E.  
Director of Roadway Production

**CONSULTANT:**

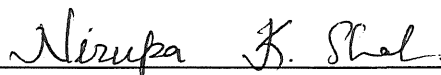
Mehta and Associates, Inc.

  
Vipin C. Mehta, P.E., President

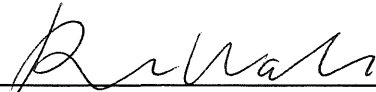
(Corp. Seal)



**ATTEST WITNESS:**

  
Signature

NIRUPA K SHAH  
Name (type or print)

  
Signature

Renee M. Wareham  
Name (type or print)

{SIGNATURE PAGES CONTINUED}

**ATTEST:**

Joseph Abruzzo  
Clerk of the Circuit Court & Comptroller

**COUNTY:**

**Palm Beach County**, a Political Subdivision of the  
State of Florida, by and through its Board of County  
Commissioners

By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Mayor

APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY

(Seal)

By: YBH/TEL Anne Adelgenet  
for Yelizaveta B. Herman  
Assistant County Attorney



OVER 40 YEARS

Revised: July 15, 2021

Kristine Frazell-Smith, P.E.  
Local Roads Section Manager  
Roadway Production Division  
Palm Beach County  
2300 North Jog Road  
3rd Floor, West Wing  
West Palm Beach, FL 33411

Labeling &  
Formatting of  
Change Order  
OK  
7/19/21

**RE: Exhibit A – Fee Proposal and Scope of Services for Construction Engineering and Inspection (CEI) Annual Services Contract 2021052 – Task Work Order: LAP Belvedere Heights Phase 2 CEI Project ID No.: 2019024  
FDOT FM No.: 444367-1-58-01**

Dear Ms. Frazell-Smith,

Mehta and Associates, Inc. (MEHTA) appreciates the opportunity to submit this proposal for providing CEI Services associated with the above-referenced project. Herein, we provide a general discussion of services that we understand will be required for this project and present our Schedule of Fees for such services. It is understood that this project is receiving FHWA Federal Funding via the Florida Department of Transportation (FDOT) LAP Program. In addition to inspection and coordination, MEHTA will coordinate with and provide FDOT with all the required information to ensure compliance with all LAP requirements.

**Scope of Work:**

MEHTA shall provide the CEI services required for contract administration, inspection, and materials sampling and testing for the Sidewalk and Pedestrian Lighting Improvements project. MEHTA shall perform all services necessary to properly coordinate the activities of all parties involved in completing the project, which includes maintaining complete and accurate records of all activities and events relating to the Project; properly documenting all significant project changes; assisting the county with interpreting plans, specifications, and construction contract provisions; making recommendations to the County to resolve disputes; maintaining an adequate level of surveillance of the Contractor's activities; and coordinating with FDOT to ensure LAP requirement compliance.

The CEI services and deliverables for this Contract consist of but are not limited to:



**Contractor Monitoring**

Monitor Contractor's work and assure that the Contractor is conducting inspections, preparing reports, and monitoring all Stormwater pollution prevention measures associated with the project. Review and monitor compliance with drawings, contract documents, and specifications.

**LAP Coordination**

Request and obtain access to FOOT LAP reporting documentation systems: Local Area Program Information Tool (LAPIT) and Equal Opportunity Compliance (EOC). Conduct and submit labor interviews for conformance with wage rates and DBE monitoring reports. Prepare and submit monthly LAP progress report(s), upload contract documents, payment applications, change orders, and related documents. Coordinate and assist the County with reimbursement package submittal.

**Verification Laboratory Material Testing and Sampling Services**

Provide sampling and testing of the stabilized subgrade and base material, as may be necessary; sample and perform compressive test of the structural concrete elements. See attached scope and proposal from RADISE International.

**Problem Resolution**

Analyze problems that arise on a project and proposals submitted by the Contractor, prepare, and submit recommendations to the County's Project Manager, and process the necessary paperwork.

**Payment Review**

Produce reports; verify quantity calculations, and field measure for payment purposes as required.

**Traffic Control**

Review work zone traffic control plan implementation and inspection of maintenance of traffic schemes and devices in work zones to assure they are in accordance with the County's requirements.

**Project Journal**

Maintain both a detailed electronic and hard copy diary with accurate records of the Contractor's operations; quantities, testing data, and significant events that affect the work. Submit daily construction reports to the County's Project Manager on a weekly basis.

**Project Meetings**

Administer project meetings with appropriate team members in attendance; prepare and distribute meeting minutes to attendees; note changes and/or corrections and ensure all attendees approve minutes at subsequent meetings. Meetings will be scheduled as needed.

**Record Drawing Review**

Throughout the course of the project, review as-recorded drawings to verify the Contract Drawings are noted to reflect actual construction; review monthly status of as-recorded drawings and verify for monthly pay applications; notify the Contractor in a timely fashion of deficiencies noted; provide follow up to verify Contractor brings as-recorded drawing status up to date.

**Develop a Progressive List of Items Requiring Correction**

Develop and provide to the Contractor an on-going list of items requiring correction to encourage the timely correction of noted construction deficiencies; monitor construction throughout the project duration and identify deficient items; provide the Contractor with an updated list at construction meetings.

**Notification of Accident Damage/Injury**

Document any inspections made of property damage or personal injury accidents on site and provide a written report to the County's Project Manager; require lost-time accident reports at construction meetings.

**Contract Interpretations and Modifications**

Receive, log, and coordinate reviews and responses to Contractor's Requests for Information (RFI's) following Palm Beach County approval and concurrence; responses to RFI's will be provided to the Contractor within seven (7) days; after PBC concurrence, prepare and issue response letters, field orders, or Change Proposal Requests as required.

**Administration of Changed Work**

Track changes from initiation through completion; estimate cost and time impacts, and assist with negotiation of changes in contract time and cost; prepare change orders to incorporate changes within Contract Documents; evaluate the Project on a continual basis to determine when changes are required; include justification documents with each Change Order; maintain current status logs of all Change Proposal Requests and Change Orders; review as-recorded drawings to verify changes in work are reflected as applicable; review pay requests to verify Change Order items are broken out and that payment is not made until work is complete.

**Review and Recommend Contractor's Applications for Payment to PB County**

Receive and review draft applications for payment prepared by the Contractor, and note and attempt to reconcile discrepancies between Engineer's estimate of progress and Contractor's application; review draft application for payment in comparison to measured or estimated quantities; make notations of deficient work not recommended for payment until corrected; deletion of payment for stored materials and/or equipment which do not have approved shop drawings and/or proper invoices; reduction of value for partially completed items claimed as complete; return a copy of the reviewed draft to the Contractor; meet with Contractor to reconcile discrepancies; review revised application for payment and, if acceptable, recommend payment and forward to the County Project Manager for processing.

**Project Closeout**

Receive and review the Contractor's required substantial completion submittal, and determine if Project is ready for substantial completion inspection; develop substantial completion submittal checklist and perform the following activities: verify submittal of all required documents, review Contractor Record Drawings, perform drafting of Record Drawing revisions on reproducible set and transmit to the County's Project Manager for concurrence, review other substantial completion submittal documents for completeness and compliance with Contract provisions, and schedule substantial completion inspection after PBC concurrence.

**Conduct Substantial Completion Inspection**

Coordinate, conduct, and document the substantial completion inspection; notify all project team members of date of substantial completion inspection; prepare and distribute the punch list format to the parties conducting the inspection; review progress of corrective action on punch list items, periodically updates, and re-issue; identify the tentative date of substantial completion and prepare and issue Certificate of Substantial Completion with a list of stated qualifications (punch list).

**Final Completion**

Receive and review the Contractor's required final completion submittal; develop final completion submittal checklist; verify submittal of all required documents and review for completeness and compliance with Contract provisions; notify County Project Manager, Contractor, and other affected parties of date of final inspection; coordinate, attend and conduct the final inspection meeting and physical walk-through of the Project. Secure and transmit to the County warranties and similar submittals required by the Contract Documents for delivery to the County and deliver all keys, manuals, and record drawings to the County. Provide Project Certification to permitting agencies based on Contractor provided Record Drawings, Tests, Product Certifications, Documents, as necessary to close out the Project. Assist the County with preparation and submittal of FDOT LAP close-out package ('Blue Folder').

**Final Payment**

Collect all payment documents required and forward to the Construction Project Manager for processing along with the Contractors Final Application and Certificate for Payment; finalize all project costs and determine the final adjusted amounts for construction; obtain Contractor's signature on any required Contractor's Certification or Affidavits; process and sign Final Application for Payment; prepare transmittal letter.

**Construction Disputes and Claims**

Review and provide initial recommendations on disputes or claims in response to written notification of claims made by the Contractor, in accordance with the provisions of the Contract Documents, asserting the right to an adjustment in either Contract Price or Contract Time.

**Scheduling**

MEHTA understands the benefit of a well-developed, comprehensive schedule, for use in monitoring and tracking progress towards a timely completion. MEHTA Team's will make sure that the CPM Schedule for construction accurately depicts the project's activities and includes all the information required by the project's specifications. Once we receive the construction contract schedule, we will mobilize our staff to ensure all construction activities are inspected and conform to plans and specifications.

**CEI Staff Tasks**

**CEI Senior Project Engineer:** Coordinate with PBC project manager any contract related concerns throughout the duration of the TWO. Review the contractor schedule to ensure conformance with contract documents, provide a written review of the schedule identifying significant omissions, improbable or unreasonable activity durations and errors in logic. Coordinate the staffing need to ensure construction activities are covered. Assist the project administrator with any technical issues that may arise during the construction duration.

**CEI Project Administrator:** Coordinate the Construction Contract administration activities of all parties other than the Contractor involved in completing the construction project. Services shall include maintaining the required level of surveillance of Contractor activities, interpreting plans, specifications, and special provisions for the Construction Contract. Maintain complete, accurate records of all activities and events relating to the project and properly document all project changes. Verify the schedule conforms with the construction phasing and MOT sequences, including all contract modifications. Analyze problems that arise on a project and proposals submitted by the Contractor; work to resolve such issues and process the necessary paperwork. Verify that the Contractor is conducting inspections, preparing reports, and monitoring all storm water pollution prevention measures associated with the project. Produce reports, verify quantity calculations, and field measure for payment purposes as needed to prevent delays in Contractor operations and to facilitate prompt processing of such information in order for the County to make timely payment to the Contractor. Conduct weekly/bi-weekly progress meeting and distribute minutes to all parties involved.

**CEI Resident Compliance Specialist:** Conduct and submit labor interviews for conformance with wage rates and DBE monitoring reports. Prepare and submit monthly LAP progress report(s), upload contract documents, payment applications, change orders, and related documents. Coordinate and assist the County with reimbursement package submittal. Assist the County with preparation and submittal of FDOT LAP close-out package ('Blue Folder'). Coordinate with FDOT to ensure LAP requirement compliance.

**CEI Senior Inspector:** Monitor Contractor activities, interpreting plans, specifications, and special provisions for the Construction Contract. Maintain complete, accurate field records of all activities and events relating to the project and properly document all project changes. Prepare daily work report (DWR) that include all activities and crews working on the project. Take photographic documentation of pre-construction state and of noteworthy incidents or events during construction. These photographs will

be filed and maintained on the Consultant's computer using a digital photo management system. Photographs will be taken the day prior to the start of construction and continue as needed throughout the project. Coordinate along with the Project Administrator and the contractor any work affecting adjacent property owners in advance of work starting.

**CEI Senior Inspector (HBC Engineering):** Monitor Contractor activities, interpreting plans, specifications, and special provisions for the Construction Contract. Maintain complete, accurate field records of all activities and events relating to the project and properly document all project changes. Prepare daily work report (DWR) that include all activities and crews working on the project. Take photographic documentation of pre-construction state and of noteworthy incidents or events during construction. These photographs will be filed and maintained on the Consultant's computer using a digital photo management system. Photographs will be taken the day prior to the start of construction and continue as needed throughout the project. Coordinate along with the Project Administrator and the contractor any work affecting adjacent property owners in advance of work starting.

**CEI Senior Inspector - Material Testing (RADISE International):** Perform Construction materials testing (CEI VT services) as needed for the project.

We propose to provide the above indicated services for a Not to Exceed Amount of **\$183,991.50**

We appreciate the opportunity of submitting this proposal. We look forward to working with Palm Beach County on this project.

Sincerely,

Mehta & Associates, Inc.

**Asem A** Digitally signed by  
Asem A Al-Turk  
Date: 2021.07.16  
15:25:01 -04'00'

**Al-Turk**

Asem A-Turk, P.E.

Vice President/Senior Project Engineer

**PROJECT SCHEDULE:**

MEHTA understands the benefit of a well-developed, comprehensive schedule, for use in monitoring and tracking progress towards a timely completion. MEHTA Team's will make sure that the CPM Schedule for construction accurately depicts the project's activities and includes all the information required by the project's specifications. Once we receive the construction contract schedule, we will mobilize our staff to ensure all construction activities are inspected and conform to plans and specifications. The project schedule will parallel the construction contract schedule.

Name of Project:		Belvedere Heights Phase 2 CEI ✓						Consultant Name:		Mehta and Associates, Inc.		
PBC Project Number:		2019024						Consultant Number:				
								Date:		7/15/2021		
Task Description	Total Staff Hours	Staff Categories							Staff Hours By Activity	Salary Cost By Activity	Average Rate Per Task	
		CEI Sr. Project Engineer \$73.00 ✓	CEI Proj. Administrator \$50.00 ✓	CEI RCS \$25.00 ✓	CEI Senior Inspector \$34.00 ✓							
<b>BASIC SERVICES</b>												
1	1st Month of Construction	100.0	8.0	33.0	16.5	42.5				100.0	\$4,091.50 ✓	40.92
2	2nd Month of Construction	189.5	8.0	66.0	33.0	82.5				189.5	\$7,514.00 ✓	39.65
3	3rd Month of Construction	206.5	8.5	82.5	33.0	82.5				206.5	\$8,375.50 ✓	40.56
4	4th Month of Construction	206.5	8.5	82.5	33.0	82.5				206.5	\$8,375.50 ✓	40.56
5	5th Month of Construction	124.0	8.5	82.5	33.0					124.0	\$5,570.50 ✓	44.92
6	6th Month of Construction	107.5	8.5	66.0	33.0					107.5	\$4,745.50 ✓	44.14
7	7th Month of Construction	107.0	8.0	66.0	33.0					107.0	\$4,709.00 ✓	44.01
8	8th Month of Construction	74.0	8.0	33.0	33.0					74.0	\$3,059.00 ✓	41.34
Total Staff Hours (Basic Services)		1115.0 ✓	66.0	511.5	247.5	290.0	0.0	0.0	0.0	1115.0		
Total Staff Cost (Basic Services)			\$4,818.00 ✓	\$25,575.00 ✓	\$6,187.50 ✓	\$9,860.00 ✓	\$0.00	\$0.00	\$0.00		\$46,440.50 ✓	41.65 ✓
											<b>Basic Services:</b>	
											Salary Related Costs:	\$46,440.50 ✓
											Contract Multiplier	3.00 ✓
											<b>Subtotal Basic Services (Prime Firm):</b>	<b>\$139,321.50 ✓</b>
											Basic Services (RADISE)	\$6,930.00 ✓
											Basic Services (HBC)	\$37,740.00 ✓
											<b>Subtotal Basic Services (Subconsultants)</b>	<b>\$44,670.00 ✓</b>
											<b>Basic Services Total:</b>	<b>\$183,991.50 ✓</b>
											<b>Grand Total Estimated Fees:</b>	<b>\$183,991.50 ✓</b>



**LAB CERTIFICATIONS**



**Certified**



**Approved**



**Validated**

June 23, 2021

**Anna Hartlief Druschel - Project Coordinator**  
**Mehta and Associates, Inc.**  
**One Purlieu Place, Suite 100,**  
**Winter Park, FL 32792**  
**(407) 657-6662 / ahartlief@mehtaeng.com**

**CTQP CERTIFIED**  
**TEAM**

**USACE Certified QA Managers**

**Subject: Proposal for Construction Materials**  
**Testing and Inspection Services – CEI Contract No.: 2021052 PBC Annual Services**  
**Project: LAP Belvedere Heights Phase 2 - Sidewalk and Pedestrian Lighting**  
**Improvements, Project ID No: 2019024, FDOT FM No.: 444367-1-58-01**  
**Palm Beach County, Florida**

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Dear Ms. Druschel,

RADISE International LC (RADISE) is pleased to submit this proposal to provide Construction Materials Testing and Inspection Services in connection with the PBC Annual CEI Services - TWO 2: LAP Belvedere Heights Phase 2 - Sidewalk and Pedestrian Lighting Improvements, located in Palm Beach County, Florida.


We understand that the LAP project will include:


**CEI Contract No.: 2021052 PBC Annual Services**  
**Project: LAP Belvedere Heights Phase 2 - Sidewalk and Pedestrian Lighting Improvements**  
**Project ID No: 2019024**  
**FDOT FM No.: 444367-1-58-01**  
**RADISE Position: CEI Senior Inspector**  
**Hours & Total: 66 / \$6,930.00**  
**RADISE Scope Estimate: 66 CEI Hours at \$105/hr. for a total Scope Estimate of \$6,930.00. ✓**

We will perform the CEI VT Services as requested on a unit price basis. Please see the attached cost estimate, based on our approved Palm Beach County Contract Rates.

We appreciate the opportunity to submit this unit price proposal and look forward to working with you on this project. If you have any questions regarding the unit prices or would like us to quote the project based on known quantities, please contact us at 561-841-0103.

Sincerely,  
**RADISE International**  
**Infrastructure Engineers • Software Developers**

  
**Newton M. Brooks**  
Construction Services Manager

  
**Gregory J. Stelmack, P.E.**  
Vice President





*Rates OK*  
*JK*

## PROPOSED STAFF RATES

RADISE International, LC  
Palm Beach County Task Work Order Contract  
Construction Engineering Inspection (CEI) Annual Services Sub to Mehta  
April 14th, 2021

Please see the Position Classification for the CEI Sr Inspector.

Position Classification	Unloaded Rate	Multiplier	Loaded Rate
CEI Senior Inspector	\$35.00	3.0	\$105.00

Sincerely,  
RADISE International, LC

Gregory J. Stelmack, PE  
Vice President



July 7, 2021

Anna Hartlief Druschel - Project Coordinator  
Mehta and Associates, Inc.  
One Purlieu Place, Suite 100  
Winter Park, FL 32792  
(407) 657-6662 / ahartlief@mehtaeng.com

**SUBJECT: Proposal for Construction Engineering and Inspection (CEI) Services  
PBC CEI Annual Services TWO 2 - LAP Belvedere Heights Phase 2 –  
Sidewalk and Pedestrian Lighting Improvements, Palm Beach County, FL  
Project ID No. 2019024**

Dear Ms. Druschel,

HBC Engineering Company (HBC) is pleased to submit this proposal to provide Construction Engineering and Inspection (CEI) Services for the PBC CEI Annual Services - TWO 2: LAP Belvedere Heights Phase 2 - Sidewalk and Pedestrian Lighting Improvements

We understand services will be performed for:

**CEI Contract No.: 2021052 PBC CEI Annual Services**  
**Project: LAP Belvedere Heights Phase 2 - Sidewalk and Pedestrian Lighting Improvements**  
**Project ID No: 2019024**  
**FDOT FM No.: 444367-1-58-01**  
**NTP for Services: Spring 2022**

We will perform the CEI Services as requested by providing a CEI Senior Inspector with an estimate of 370.00 man-hours for a total of \$37,740.00. Please see the attached cost estimate, based on our approved Palm Beach County Contract Rates.

We appreciate the opportunity to submit this unit price proposal and look forward to working with you on this project. If you have any questions regarding this cost estimate, please contact us at (305) 232-7932.

Sincerely,

**HBC Engineering Company**

A handwritten signature in black ink, appearing to read "Adebayo Coker", is written over a horizontal line.

**Adebayo Coker, P.E.**

President

Attachment: TWO No. 2 Cost Estimate



April 13, 2021

**Construction Engineering and Inspection (CEI) Annual Services Contract  
- Task Work Order Basis  
PALM BEACH COUNTY**

CERTIFIED RATE FORM

<u>FDOT Classification</u>	<u>Unloaded Rate</u>	<u>Multiplier</u>	<u>Loaded Rate</u>
CEI Senior Project Engineer	\$55.29	3.0	\$165.87
CEI Project Administrator	\$49.27	3.0	\$147.81
CEI Senior Inspector	\$34.00	3.0	\$102.00
CEI Inspector	\$25.00	3.0	\$75.00

✓  
✓  
✓  
✓

Under penalty of perjury, I declare that I have read the foregoing and the facts stated in it are true. False statements may result in criminal prosecution for a felony of the third degree as provided for in Section 92.525(3), Florida Statutes.

---

Adebayo Coker  
President  
HBC Engineering Company

**OEBO SCHEDULE 1**

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

Belvedere Heights Phase 2 CEI

SOLICITATION/PROJECT/BID NAME: \_\_\_\_\_ SOLICITATION/PROJECT/BID No.: 2019024  
 NAME OF PRIME RESPONDENT/BIDDER: Mehta and Associates, Inc. ADDRESS: One Purlieu Place, Suite 100, Winter Park, FL 32792  
 CONTACT PERSON: Vipin C. Mehta PHONE NO.: 407-657-6662 E-MAIL: vmehta@mehtaeng.com  
 SOLICITATION OPENING/SUBMITTAL DATE: September 1, 2020 DEPARTMENT: Engineering and Public Works Department

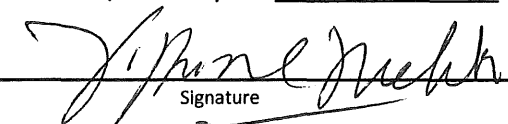
**PLEASE LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY THE PRIME CONTRACTOR/CONSULTANT ON THIS PROJECT. PLEASE ALSO LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY ALL SUBCONTRACTORS/SUBCONSULTANTS ON THE PROJECT.**

Name, Address and Phone Number	(Check all Applicable Categories)			DOLLAR AMOUNT OR PERCENTAGE OF WORK					
	Non-SBE	M/WBE Minority/Women Business	SBE Small Business	Black	Hispanic	Women	Caucasian	Other (Please Specify)	
1. Mehta and Associates, Inc. One Purlieu Place, Suite 100 Winter Park, FL 32792 407-657-6662	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	75.72% Asian	
2. HBC Engineering Company 8935 NW 35th Lane, Suite 201 Doral, FL 33172 305-232-7932	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	20.51%	_____	_____	_____	_____	
3. Radise International, L.C. 4152 West Blue Heron Blvd., Suite 1114 Riviera Beach, FL 33404 561-841-0103	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	3.77% Asian	
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	20.51%	0%	0%	0%	79.49%

Total Bid Price \$ \$183,991.50

Total SBE - M/WBE Participation 20.51%

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

  
Signature

President  
Title

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

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: 2019024

SOLICITATION/PROJECT NAME: Belvedere Heights Phase 2 CEI

Name of Prime: Mehta and Associates, Inc.

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

SBE  WBE  MBE  M/WBE  Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 5/15/19 - 5/14/22

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

**Column 1**

**Column 2**

Male  Female

African-American/Black  Asian American  Caucasian American

Hispanic American  Native American

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

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Construction Engineering Inspection Services				20.51%

The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: 20.51%


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

\_\_\_\_\_ Price or Percentage: \_\_\_\_\_

Name of 2<sup>nd</sup>/3<sup>rd</sup> tier Subcontractor/subconsultant

Mehta and Associates, Inc.

Print Name of Prime

By:   
Authorized Signature

Vipin C. Mehta

Print Name

President

Title

Date: 7/19/2021

HBC Engineering Company

Print Name of Subcontractor/subconsultant

By: ADEBAYO T COKER Date: 2021.07.19 11:38:12 -04'00'  
Authorized Signature

Adebayo Coker, P.E.

Print Name

President

Title

Date: 7/19/2021

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: 2019024

SOLICITATION/PROJECT NAME: Belvedere Heights Phase 2 CEI

Name of Prime: Mehta and Associates, Inc.

(Check box(s) that apply)

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

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

**Column 1**

**Column 2**

Male  Female  African-American/Black  Asian American  Caucasian American  Hispanic American  Native American

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

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Construction Engineering Inspection Services				3.77%

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: 3.77%

**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 2<sup>nd</sup>/3<sup>rd</sup> tier Subcontractor/subconsultant

Price or Percentage: \_\_\_\_\_

Mehta and Associates, Inc.

Print Name of Prime

By:   
Authorized Signature

Vipin C. Mehta

Print Name

President

Title

Date: 7/22/2021

RADISE International, LC.

Print Name of Subcontractor/subconsultant

By:   
Authorized Signature

Panneer Shanmugam, P.E.

Print Name

President

Title

Date: 7/20/21



Search

Insured Name: Mehta and Associates (EXX000)

Mehta and Associates, Inc.

Active Records Only

Advanced Search

Insured Tasks Admin Tools

- View
- Insured
- Notes
- History
- Deficiencies
- Coverages
- Requirements
- Contract Screen
- Add
- Edit
- Help
- Value Automation

Insured

Name:	Mehta and Associates, Inc.
Account Number:	EXX0001445
Address:	1 Purlieu Place Ste 100, Winter Park, FL, 32782
Status:	Currently in Compliance

Insured

- Business Unit(s)
- OBA Number
- Print Insured Info
- Print Compliance Report

Account Information	
Account Number:	EXX0001445
Risk Type:	Standard - Professional Services
Do Not Call:	Address Updated:
Address Information	
Mailing Address:	Physical Address:
Insured:	Mehta and Associates, Inc.
Address 1:	1 Purlieu Place Ste 100
Address 2:	
City:	Winter Park
State:	FL
Zip:	32782
Country:	
Contract Information	
Contract Number:	
Contract Start Date:	Contract End Date:
Contract Effective Date:	Contract Expiration Date:
Description of Service:	2021-2021052 Annual Construction Engineering Inspection (CEI)
Safety Form #: No	
Contact Information	
Contact Name:	Nalini Aquino
Phone Number:	4076576662
Fax Number:	
E-Mail Address:	naquino@mehtasing.com
Approval Date:	
Renew:	No
Contract on File:	No
Cashless Received:	Yes
Indemnification Agreement:	No
Tax ID:	

This Account created by e59 on 04/16/2021.



2021- 1174

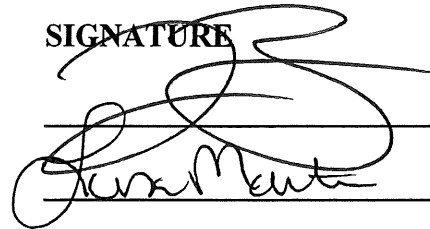
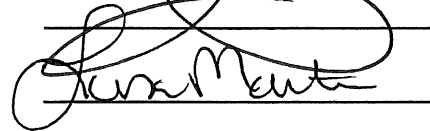
BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY  
BUDGET Amendment

FUND Capital Outlay

BGRV 072921-533  
BGEX 072921-1681

ACCOUNT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED AS OF 07/29/2021	REMAINING BALANCE
<b>REVENUES</b>								
<b>BELVEDERE HIGHTS PHASE II</b>								
3900-361-1944-6943	Reimbursement Expenses-Other	0	278,222	275,000	0	553,222		
<b>TOTAL RECEIPTS &amp; BALANCES</b>		24,630,602	28,004,502	275,000	0	28,279,502		
<b>EXPENDITURES</b>								
<b>BELVEDERE HIGHTS PHASE II</b>								
3900-361-1944-8101	Contributions Other Governmental Agencies	180,458	1,470,013	275,000	0	1,745,013	93,785	1,651,228
<b>TOTAL APPROPRIATIONS &amp; EXPENDITURES</b>		24,630,602	28,004,502	275,000	0	28,279,502		

Engineering & Public Works  
Administration / Budget Approval  
OFMB Department – Posted

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_  
 \_\_\_\_\_ 7/30/21  
 \_\_\_\_\_ 10/27/21

By Board of County Commissioners  
At Meeting of November 16, 2021  
 \_\_\_\_\_  
 Deputy Clerk to the  
Board of County Commissioners

Attachment 3