

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date: February 8, 2022 **Consent [X]** **Regular []**
Public Hearing []

Department: Water Utilities Department

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Consultant Services Authorization (CSA) No. 3 to the Consulting/Professional Services Capital Improvement Plan Program Management Contract (Contract) with Stantec Consulting Services Inc., (Consultant) for Program Management and Implementation Services (Project) for a not to exceed amount of \$4,027,970.60.

Summary: On February 11, 2020, the Board of County Commissioners approved the Palm Beach County Water Utilities Department (PBCWUD) Contract (R2020-0161) with Consultant. CSA No. 3 provides for the resources needed to support the implementation of Capital Improvement Plan projects for one (1) year. The Consultant will provide services throughout the project life cycle of water, wastewater and reclaimed water treatment and transmission projects in the areas of delivery, controls, permitting, communications, and asset management.

This Contract was procured under the requirements of the Equal Business Opportunity Ordinance. On March 20, 2019, the Goal Setting Committee applied an Affirmative Procurement Initiative of a mandatory 20% Small Business Enterprise (SBE) subcontracting participation and an evaluation preference for up to 15 points based upon the relative level of dollar participation by certified African American owned firms. The Contract provides for 25.00% SBE participation which includes 25.00% M/WBE participation, 22.00% MBE (B) and 3.00% WBE. CSA No. 3 includes 38.41% SBE participation which includes 38.41% M/WBE participation, 34.94% MBE (B) and 3.46% WBE. The cumulative SBE participation including CSA No. 3 is 35.24% SBE, which includes 35.24% M/WBE participation, 32.28% MBE (B) and 2.96% WBE. Consultant is a New York registered U.S. company whose parent company is domiciled in Canada. Most members of the Consultant project team will be co-located with PBCWUD staff at the Central Region Operations Center from which the majority of the work under CSA No. 3 will be undertaken. The Project is included in the PBCWUD FY22 budget. (PBCWUD Project No. 20-010) Countywide (MJ)

Background and Justification: The Project provides for program, project, and construction management services throughout PBCWUD's service area. This allows for the implementation of program management processes and continuous improvement towards PBCWUD's Asset Management Program to support the Strategic Initiatives Plan to include International Organization for Standardization (ISO) 55001 certification goals. Under CSA No. 3, Consultant will provide communications, planning services, oversight of staff and design professionals for projects from design through construction, coordination of permitting and approvals, and support of strategic asset management principles.

Attachments:

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

Recommended By: Ali Bayat 1/21/22
Date
Department Director

Approved By: Fae 1/21/22
Date
Assistant County Administrator

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2022	2023	2024	2025	2026
Capital Expenditures	<u>\$4,027,971</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Operating Costs	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
External Revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Program Income (County)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
In-Kind Match County	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
NET FISCAL IMPACT	<u>\$4,027,971</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>

Budget Account No.: Fund 4001 Dept 720 Unit 2323 Object 3120

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: Sup Match - GE

III. REVIEW COMMENTS

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

Steve Martin 1/18/22
OFMB 9A 1-13-22 BC
1114

Dr. J. Jacobson 1/19/22
Contract Development and Control
1-19-22 TW

B. Legal Sufficiency:

[Signature] 1/24/22
Assistant County Attorney

C. Other Department Review:

Department Director

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

CONSULTANT SERVICES AUTHORIZATION NO. 3
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Capital Improvement Plan Program Management
Resolution No. R2020-0161 Contract Dated February, 11, 2020

ATTACHMENT 1

Project Title: Program Management and Implementation Services

PBCWUD Project No.: 20-010

Consultant: Stantec Consulting Services Inc.

Address: 2056 Vista Parkway, Suite 100, West Palm Beach, FL 33411

Budget Line Item No.: 4001 – 720 – 2323 - 3120

District No.: Countywide

This Consultant Services Authorization provides for: the resources and personnel necessary to support the delivery of the Palm Beach County Water Utilities Department's (PBCWUD) Capital Improvement Plan (CIP) projects. In addition to providing staff to expedite planning and design activities, Consultant Services Authorization (CSA) No. 3 provides for additional staff augmentation to support the delivery of construction projects identified through the expedited planning and design process. CSA No. 3 will allow PBCWUD to further reduce replacement and refurbishment work necessitated by deterioration of existing infrastructure.

(See ATTACHMENT A for detailed scope of services)

The Contract provides for 25.00% SBE participation, which includes 25.00% M/WBE participation, 22.00% MBE (B) and 3.00% WBE. This Consultant Services Authorization includes 38.41% overall participation which includes, 38.41% M/WBE participation, 34.94% MBE (B) and 3.46% WBE. The cumulative SBE participation, including this Consultant Services Authorization is 35.24%, which includes 35.24% M/WBE participation, 32.28% MBE (B) and 2.96% WBE.

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 \$4,027,970.60
 - B. Fixed price of \$0.00
 - C. Total \$4,027,970.60
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. 3
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PBCWUD Project No.: 20-010

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 February 11, 2020, which remains in full force and effect.
7. All Attachments to this Authorization are incorporated herein and made a part of this Consultant Services Authorization.

CONSULTANT SERVICES AUTHORIZATION NO. 3
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Capital Improvement Plan Program Management
Resolution No. R2020-0161 Contract Dated February, 11, 2020

Project Title: Program Management and Implementation Services

PBCWUD Project No.: 20-010

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

Joseph Abruzzo, Clerk of the Circuit Court
& Comptroller, Palm Beach County

Palm Beach County, Board
of County Commissioners

ATTEST:

Signed: _____

Signed: _____

Robert S. Weinroth, Mayor

*HB
LM
for FB
A13*

Typed Name: _____

Deputy Clerk

(Date)

Approved as to Form and Legal
Sufficiency

CONSULTANT: Stantec Consulting Services Inc.

Signed: _____

David

(Signature)

Typed Name: Michael W. Jones
County Attorney

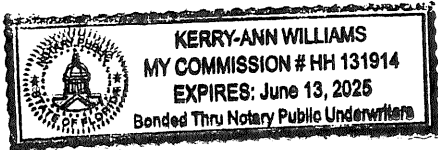
David Haywood, Senior Vice President
(Name and Title)

5 JAN 2022

(Date)

STATE OF FLORIDA
COUNTY OF Palm Beach

The foregoing instrument was acknowledged before me by means of physical presence or online notarization,
this 5th day of January, 2022, by David Haywood who is personally
known to me or has produced _____ as identification.



Kerry A. Williams

(Signature of Notary Public - State of Florida)

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



Stantec Consulting Services Inc.
2056 Vista Parkway, Suite 100
West Palm Beach, FL 33411-6734

January 25, 2021
File: 224901101

Attention: Ali Bayat, P.E., PMP
Palm Beach County Water Utilities Department
8100 Forest Hill Boulevard
West Palm Beach, FL 33413

Dear Mr. Bayat,

**Reference: PBCWUD Project No. 19-028 Capital Improvement Plan Program Management
Delegation of Signature Authority**

As one of Stantec's current SUNBIZ registered representatives, I am writing to authorize David Haywood, Senior Vice President, to sign documents for Stantec associated with the above referenced Contract for Consulting/Professional Services.

Should you have any questions or concerns please do not hesitate to contact me.

Regards,

Stantec Consulting Services Inc.

Michael A. Kennedy
Executive Vice President
Phone: (941) 907-6900 x 225
mike.kennedy@stantec.com

c: David Haywood, Senior Vice President
Jeff Schulz, Vice President
John Visconti, Program Manager

vj d:\stantec 19-028 20-010\20-010 csa2\4-dhtokb 20201229 modify assigned labor category and multiplier for JV v4.docx

CONSULTANT SERVICES AUTHORIZATION NO. 3
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Capital Improvement Plan Program Management
Resolution No. R2020-0161 Contract Dated February, 11, 2020

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

Project Title: Program Management and Implementation Services

PBCWUD Project No.: 20-010

CONSULTANT shall perform the services as described below.

INTRODUCTION

Palm Beach County (COUNTY) entered into an agreement entitled CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES CAPITAL IMPROVEMENT PLAN PROGRAM MANAGEMENT (CONTRACT), Palm Beach County Water Utilities Department (PBCWUD) Project No. 19-028 with Stantec Consulting Services Inc. (CONSULTANT) to provide engineering and program management services for various general activities. This Consultant Services Authorization (CSA) will be performed under that Contract.

This CSA encompasses providing engineering and program management services related to the implementation and execution of PBCWUD's Capital Improvement Plan Program Management (Program).

BACKGROUND

PBCWUD's 2020-2025 Program is a continuation of its 2015-2019 Program and includes projects from its 2020-2025 Capital Improvement Plan (CIP). To assist PBCWUD staff in meeting the schedule for completion of the Capital and Repair and Replacement (R&R) projects that are being developed as part of the utility's Asset Management Program, CONSULTANT was selected to provide Program Management Services, under PBCWUD Project No. 19-028. CONSULTANT's role is to assist and support PBCWUD staff with all steps of project delivery including project management, planning, procurement support, construction management, and overall program management and reporting. PBCWUD and CONSULTANT personnel shall work together in the Program Management Office (PMO) located at the PBCWUD Central Region Operations Center (CROC). PBCWUD shall provide all office support infrastructure for all PMO staff.

SCOPE OF SERVICES

During this phase of implementation and execution of the Program, PBCWUD shall fulfill the role of Program Manager to support specific project delivery procedures and protocols, follow CIP project delivery priorities and guide PMO staff through project delivery phases to meet PBCWUD's expenditure target. This represents a change from the scope and role of CONSULTANT from CSA No. 1 and No. 2 and is implemented at PBCWUD's direction to better align the supporting services and resources with PBCWUD's plan for Program implementation moving forward.

CONSULTANT shall provide supplemental resources and personnel for management of the CIP projects from planning through construction completion, and maintenance of systems and tools in use for document management.

In addition, CONSULTANT shall provide:

1. Staff augmentation to support CIP project delivery by providing program, project, and construction management resources, specialized technical expertise resources, systems, and tools to assist in progressing projects through the planning, design, construction, and closeout phases.
2. A technical resource with experience in strategic asset management support to assist in the planning and implementation of the PBCWUD strategy for asset management and certification.
3. Additional project management and technical support services for implementation of projects with the PBCWUD Information Technology Group.

The CONSULTANT shall provide the services and deliverables set forth in this CSA to the satisfaction of PBCWUD's Director of Engineering.

Task No. 1: Program Management and Administration

A. Services:

CONSULTANT shall provide personnel to perform administrative activities to support the on-site program/project/construction management team. CONSULTANT shall:

1. Support the PMO, which includes the core Program Team consisting of CONSULTANT and PBCWUD staff.
2. Manage CONSULTANT staff
3. Assist PBCWUD staff in reporting on Program progress and status as requested:
 - i. Provide documentation in support of internal and external PBCWUD meetings
 - ii. Attend meetings as requested by PBCWUD

B. Deliverables:

1. Monthly invoices and progress reports
2. Miscellaneous meeting documentation

Task No. 2: Project Management

A. Services:

The Program involves successful delivery of the capital projects detailed in the CIP and each project requires management from planning to construction completion. CONSULTANT shall provide Project Managers to augment PBCWUD's project management staff and CONSULTANT's Project Managers shall be fully responsible for the management of assigned projects. Specific services to be performed are:

1. Provide Project Managers to work as part of an integrated team with PBCWUD staff.
2. In conjunction with the PBCWUD project managers, plan and manage identified CIP projects in accordance with the Project Delivery System (PDS) and other PBCWUD requirements. Activities include, but are not limited to: planning, coordinating, and conducting various meetings; conducting research associated with project scope development; negotiating engineering design fees; developing and maintaining project

schedules; receiving and coordinating review of consultant deliverables and providing feedback to consultants regarding the acceptability of those deliverables; coordinating advertisement for bids for construction including review and analysis of bids received and making recommendations for contract award; assisting in preparing conformed documents for construction; providing management support during construction; assisting the construction manager in close-out activities; and review and processing of consultant and contractor invoices.

3. Prepare or provide input to monthly project status reports used to document progress and to inform PBCWUD senior leadership regarding project and Program status.
4. Prepare correspondence and other documents required as part of the PDS for delivery of assigned projects.
5. Assist in mentoring and training PBCWUD project managers in capital project management techniques and best practices.

B. Deliverables:

1. Documentation required for project delivery pursuant to the PDS (e.g. completed checklists, budget requests, procurement related documents).
2. Preparation of presentations to support procurement of engineering consultants and update PBCWUD senior leadership regarding project status.

Task No. 3: Reporting and Controls

A. Services:

CONSULTANT will develop and implement document management systems and tools to promote the efficient delivery of the CIP, and further refine those tools as may be required to meet Program objectives and needs. Specifically, these tools allow PBCWUD to effectively manage the Program and provide document control support. PBCWUD will use these tools in delivery of the CIP.

Efforts under this task will involve the CONSULTANT's staff working out of PBCWUD facilities to perform the functions described below and development staff working with PBCWUD Information Technology (IT) staff to maintain those systems and tools being hosted by PBCWUD.

Task 3.1 Scheduling

No services will be provided under this subtask.

Task 3.2 Document Management System

CONSULTANT will utilize, maintain, and refine as needed, the SharePoint-based Document Management System already in use for the Program. CONSULTANT shall provide administrative support to perform document management functions in support of the Program.

Task 3.3 SharePoint Collaboration Site

CONSULTANT will provide support to PBCWUD staff to maintain and refine, as needed, the SharePoint collaboration site previously implemented and in use for the Program to provide a

Program portal allowing staff to access the PBCWUD document management system, project dashboards, PDS documentation, and various Program related information.

The SharePoint Collaboration Site will be hosted by PBCWUD, and PBCWUD will provide designated CONSULTANT staff with Virtual Private Network (VPN) or equivalent access as required to remotely manage and support the SharePoint Collaboration Site for the Program. If VPN access is not possible, PBCWUD will provide an alternative method for CONSULTANT staff to support PBCWUD IT staff in the administration, configuration, support, and troubleshooting of the SharePoint Collaboration Site remotely.

PBCWUD shall provide all necessary hardware and software components needed to implement this site. These requirements include both a TEST environment and a PRODUCTION environment so proper testing of system functionality can be performed prior to roll-out to the PRODUCTION environment.

Task 3.4 Reporting and Dashboards

CONSULTANT will develop dashboards and status reports with PBCWUD using project data included in PBCWUD's internal CIP Tool, as requested.

B. Deliverables:

1. Updated systems and tools documentation as required
2. Program and project status report templates and dashboards

Task No. 4: Technical Support

A. Services:

Throughout the Program delivery, situations will arise when specialized technical expertise may be needed. CONSULTANT shall support PBCWUD in these situations by providing technical resources on an as required basis. Specific services to be performed may include, but are not limited to:

1. Development or revision of a PBCWUD Standard Operating Procedure (SOP) as requested.
2. Development and implementation of PDS modules for design-build and/or other alternative delivery methods.
3. Technical experts in the areas of water and wastewater treatment, water chemistry, pipe rehabilitation methodologies, hydrogeology, alternative delivery procurement, and utility management.
4. Best practices in program and project management.
5. Alternatives analysis as part of Planning and Design.
6. Cost estimating.
7. Value engineering.
8. Providing technical expertise not readily available within PBCWUD or through PBCWUD's current consulting/professional services engineering contracts on short notice as required during planning, design, construction, or closeout.

B. Deliverables:

1. Technical memoranda or reports, as warranted, identifying the work performed, alternatives developed, value engineering recommendations, or issues investigated and findings.

Task No. 5: Public Outreach

A. Services:

CONSULTANT shall support CIP delivery by providing outreach services to both the public and to the local small business community.

Outreach services to the public will consist of the development of materials to be used to inform the public regarding specific project-related activities. These materials may be in the form of door hangers, flyers, or letters to be used by PBCWUD's contractors to inform the public of project-related work in their neighborhood. Additional communications support as requested by PBCWUD may include, but not be limited to:

1. Support with PBCWUD easement acquisition and public outreach activities, as requested.
2. Preparation of documents for presentation to the Board of County Commissioners.
3. Coordination for and support to Palm Beach County Office of Equal Business Opportunity (OEBO) for public outreach events such as meetings, mailings, and web-based information sharing.
4. Advice and suggestions regarding public outreach means and methods for various projects.
5. Branding.

B. Deliverables:

1. Informational materials (e.g. door hangers, letters, flyers).
2. Documents in support of PBCWUD presentations to the Board of County Commissioners, if requested.
3. Other public outreach materials and support as directed by PBCWUD staff (e.g. assistance with planning and coordinating public outreach events such as public meetings).

Task No. 6: Construction Management

A. Services:

CONSULTANT will provide staff augmentation to support the PBCWUD Construction Management (CM) team in the delivery of the growing volume of capital and R&R projects in construction. This augmentation will consist of construction managers and construction inspectors to provide construction management services for assigned projects. Augmentation through the CONSULTANT will result in more specialized staff and more consistent administration of construction contracts since these individuals will be working for multiple years on PBCWUD capital and R&R projects.

In addition to assisting in the day-to-day administration of construction contracts, CONSULTANT

will continue to support the Program with constructability reviews, review, and revision of construction contracts to be advertised, and advice and guidance regarding construction matters.

B. Deliverables:

1. Daily inspection reports, and other documentation associated with administering capital construction contracts (e.g. responses to contractor Requests For Information (RFIs), monthly payment application reviews, contractor submittal reviews)
2. Constructability review comments.
3. Documentation associated with the review and revision of construction contracts being prepared.

Task No. 7: Strategic Asset Management

A. Services:

CONSULTANT will provide support to the PBCWUD Strategic Asset Management Team to assist in the development of best practices for: asset strategy development; PBCWUD's asset management capability; asset operations and asset lifecycle-focused capital project delivery. A goal of implementing the roadmap and asset management approach is to obtain International Organization for Standardization (ISO) 55001 certification.

The prime focus of the CONSULTANT will be to support PBCWUD in its continuing mission of transitioning to a continually improving, asset management-focused organization. This will include developing asset management protocols and criteria, providing key document templates, and facilitating meetings to define Objectives; Decision-Making Criteria; and Reporting and Monitoring requirements.

CONSULTANT will provide experience and expert knowledge in asset management and ISO 55000 to assist with planning, supporting document development, meeting facilitation, and review of the PBCWUD's Asset Management System. As requested, CONSULTANT will assist in tracking and management of activities to support the delivery of the approved roadmap's activities.

B. Deliverables:

1. Development and support of Asset Management related activities, including, but not limited to, coaching, to move PBCWUD towards maintenance of its ISO 55001 compliance.
2. Development of content (e.g. templates and other example documents), as requested

Task No. 8: Information Technology Group Support Services

A. Services:

CONSULTANT will provide support services to the PBCWUD Information Technology Group, as requested. These services may include, but not be limited to, overseeing the implementation of internal projects, guiding the work of others, coordinating with stakeholders, and communicating progress with senior leadership.

B. Deliverables:

Deliverables to be determined based on specific activities assigned.

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	20-010	Program Management and Implementation Services	Approved	\$ 4,096,238.00	\$ 1,079,445.30	26.35 %	BCC	02/11/20
1.1	20-010	Program Management and Implementation Services	Approved	\$ 87,350.00	\$ 29,750.00	34.05 %	CRC	12/09/20
1.2	20-010	Program Management and Implementation Services	Approved	\$ 0.00	\$ 33,000.00	0.00%	DIR	04/26/21
2	20-010	Program Management and Implementation Services	Approved	\$ 3,886,714.94	\$ 1,574,827.90	40.51 %	BCC	02/09/21
3	20-010	Program Management and Implementation Services	Pending	\$ 4,027,970.60	\$ 1,547,178.40	38.41 %	BCC	Pending

ATTACHMENT C

OEBO SCHEDULE 1

Office of Equal Business Opportunity Compliance Programs

OEBO SCHEDULE 1

LIST OF PROPOSED CONTRACTOR/CONSULTANT AND SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

SOLICITATION/PROJECT/BID NAME: Program Management and Implementation Services
NAME OF PRIME RESPONDENT/BIDDER: Stantec Consulting Services Inc.
CONTACT PERSON: David Haywood, Senior Vice President
SOLICITATION OPENING/SUBMITTAL DATE: N/A


SOLICITATION/PROJECT/BID No.: WUD 20-010
ADDRESS: 2056 Vista Parkway, Suite 100, West Palm Beach, FL
PHONE NO.: (786) 313-5519 **E-MAIL:** david.haywood@stantec.com
DEPARTMENT: Water Utilities Department

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

Name, Address and Phone Number	(Check all Applicable Categories)			DOLLAR AMOUNT OR PERCENTAGE OF WORK				
	Non-SBE	M/WBE Minority/Women Business	SBE Small Business	Black	Hispanic	Women	Caucasian	Other (Please Specify)
1. Stantec Consulting Services Inc. 2056 Vista Parkway, Suite 100 W. Palm Beach, FL 33411 (561) 686-7707	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	\$2,480,792.20
2. Foresight Communications & Consulting, Inc. 6168 Royal Birkdale Drive Lake Worth, FL 33463 (561) 386-1409	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	\$139,590.00	_____	_____
3. Greywood Consulting Corp. 3300 S. Dixie Hwy., Suite 1-138 W. Palm Beach, FL 33405 (678) 612-2446	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$63,120.00	_____	_____	_____	_____
4. M.C.O. Construction and Services, Inc. 1450 N. Mangonia Drive W. Palm Beach, FL 33401 (786) 546-0184	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$1,344,468.40	_____	_____	_____	_____
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____
(Please use additional sheets if necessary)				Total	\$1,407,588.40	\$139,590.00	_____	\$2,480,792.20

Total Bid Price \$ 4,027,970.60

Total SBE - M/WBE Participation \$1,547,178.40

I hereby certify that the above information is accurate to the best of my knowledge:  Senior Vice President
Signature **David Haywood** Title

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

ATTACHMENT C

OEBO SCHEDULE 2

Office of Equal Business Opportunity Compliance Programs

Revised 04/26/2021

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: WUD 20-010

SOLICITATION/PROJECT NAME: Program Management and Implementation Services

Prime Contractor: Stantec Consulting Services Inc. Subcontractor: Foresight Communications & Consulting, Inc.

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 01/24/20-01/23/23

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

Column 1	Column 2	Column 3
<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	<input type="checkbox"/> African-American/Black <input type="checkbox"/> Asian American <input checked="" 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	Construction Liaison / Communications	N/A	N/A	N/A	\$139,590.00

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: \$139,590.00

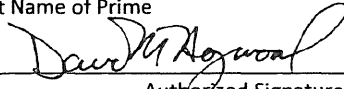
If the undersigned intends to subcontract any portion of this work to another Subcontractor/subconsultant, please list the business name and the amount below accompanied by a separate properly executed Schedule 2.

_____ Price or Percentage: _____

Name of 2nd/3rd tier Subcontractor/subconsultant

Stantec Consulting Services Inc.

Print Name of Prime

By: 
Authorized Signature

David Haywood

Print Name

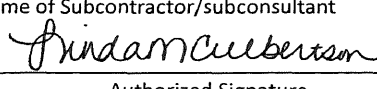
Senior Vice President

Title

Date: 12/14/21

Foresight Communications & Consulting, Inc.

Print Name of Subcontractor/subconsultant

By: 
Authorized Signature

Linda Culbertson

Print Name

President

Title

Date: December 8, 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: WUD 20-010

SOLICITATION/PROJECT NAME: Program Management and Implementation Services

Prime Contractor: Stantec Consulting Services Inc. Subcontractor: Greywood Consulting Corp.

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 11/05/20-11/04/23

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

Column 1	Column 2	Column 3
<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	<input checked="" type="checkbox"/> African-American/Black <input 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	Program Controls Support; Asset Management Support; Other Support Functions, as required	N/A	N/A	N/A	\$63,120.00

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: \$63,120.00

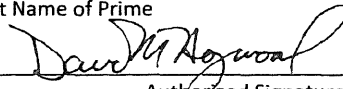
If the undersigned intends to subcontract any portion of this work to another Subcontractor/subconsultant, please list the business name and the amount below accompanied by a separate properly executed Schedule 2.

_____ Price or Percentage: _____

Name of 2nd/3rd tier Subcontractor/subconsultant

Stantec Consulting Services Inc.

Print Name of Prime

By: 
Authorized Signature

David Haywood

Print Name

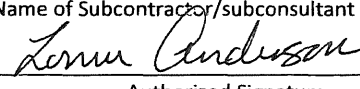
Senior Vice President

Title

Date: 12/14/21

Greywood Consulting Corp.

Print Name of Subcontractor/subconsultant

By: 
Authorized Signature

Lorna Anderson

Print Name

President

Title

Date: 12/8/2021

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: WUD 20-010

SOLICITATION/PROJECT NAME: Program Management and Implementation Services

Prime Contractor: Stantec Consulting Services Inc. Subcontractor: M.C.O. Construction and Services, Inc.

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 04/17/21-04/16/24

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

Column 1	Column 2	Column 3
<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female	<input checked="" type="checkbox"/> African-American/Black <input 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.

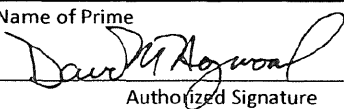
Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	S/MBE Business Outreach, Construction Inspection, Other Program Support Functions, as required	N/A	N/A	N/A	\$1,344,468.40

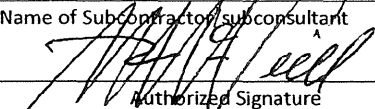
The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$ 1,344,468.40

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 2nd/3rd tier Subcontractor/subconsultant

Stantec Consulting Services Inc.
 Print Name of Prime
 By: 
 Authorized Signature
David Haywood
 Print Name
Senior Vice President
 Title
 Date: 12/14/21

M.C.O. Construction and Services, Inc.
 Print Name of Subcontractor/subconsultant
 By: 
 Authorized Signature
Elizabeth A. McNeill
 Print Name
President
 Title
 Date: 12/14/21

ATTACHMENT D

PROJECT SCHEDULE

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

Engineering Services

Completion Date from Notice to Proceed

(Calendar Days)

Tasks 1 through 8

365

Attachment - E Budget Summary

Palm Beach County Water Utilities Department
 Capital Improvement Plan Program Management
 Resolution No. R2020-0161 Contract Dated February 11, 2020
 Consultant Services Authorization: 3
 Consultant: Stantec Consulting Services Inc.
 Project Title: Program Management and Implementation Services
 WUD Project No.: 20-010

Task No.	Task Description	Stantec	MCO	MWHCI	Greywood	Foresight	Total
Task 1	Program Management	\$ 43,596.00	\$ -	\$ -	\$ -	\$ -	\$ 43,596.00
Task 2	Project Management	\$ 2,152,531.20	\$ 195,187.20	\$ -	\$ -	\$ -	\$ 2,347,718.40
Task 3	Program Reporting & Controls	\$ 16,995.00	\$ 322,099.20	\$ -	\$ 37,872.00	\$ -	\$ 376,966.20
Task 4	Technical Support	\$ 191,049.00	\$ 60,354.00	\$ -	\$ -	\$ -	\$ 251,403.00
Task 5	Outreach Services	\$ -	\$ 160,232.80	\$ -	\$ -	\$ 139,590.00	\$ 299,822.80
Task 6	Construction Management	\$ -	\$ 606,595.20	\$ -	\$ -	\$ -	\$ 606,595.20
Task 7	Strategic Asset Management	\$ 76,621.00	\$ -	\$ -	\$ -	\$ -	\$ 76,621.00
Task 8	Information Technology Group Support Services	\$ -	\$ -	\$ -	\$ 25,248.00	\$ -	\$ 25,248.00
	TOTAL	\$ 2,480,792.20	\$ 1,344,468.40	\$ -	\$ 63,120.00	\$ 139,590.00	\$ 4,027,970.60

Attachment - E Budget Summary

Palm Beach County Water Utilities Department
 Capital Improvement Plan Program Management
 Resolution No. R2020-0161 Contract Dated February 11, 2020
 Consultant Services Authorization: 3
 Consultant: Stantec Consulting Services Inc.
 Project Title: Program Management and Implementation Services
 WUD Project No.: 20-010

Task No.	Task Description	Program Advisor	Program Advisor	Program Manager	Technical Expert	Technical Expert	Technical Expert	Deputy Program Manager	Principal Professional / Engineer / Senior Project Manager	Principal Professional / Engineer / Senior Project Manager	Principal Professional / Engineer / Senior Project Manager	Supervising Professional / Engineer / Project Manager	Senior Professional / Engineer	Professional / Engineer	Associate / Engineer	Senior Technician	Technician	Program Controls Manager
		M. Watson	J. McDonald	TBD	K. Gedman	N. Johnson	M. McWhirter	TBD	C. Irwin	TBD	R. Hoffer	G. Maul	TBD	TBD	TBD	TBD	TBD	TBD
Task 1	Program Management	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Task 2	Project Management	0	300	0	0	0	0	0	1,920	3,840	1,920	1,920	0	0	0	0	0	0
Task 3	Program Reporting & Controls	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Task 4	Technical Support	100	0	0	0	200	200	0	0	0	0	0	0	0	0	0	0	0
Task 5	Outreach Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Task 6	Construction Management	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Task 7	Strategic Asset Management	0	0	0	300	0	0	0	0	0	0	0	0	0	0	0	0	0
Task 8	Information Technology Group Support Services	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Labor Subtotal Hours	100	300	0	300	200	200	0	1,920	3,840	1,920	1,920	0	0	0	0	0	0
	Raw Salary Rate	\$ 138.97	\$ 100.00	\$ 119.88	\$ 80.69	\$ 85.49	\$ 100.94	\$ 107.15	\$ 85.85	\$ 88.00	\$ 75.77	\$ 42.86	\$ 68.95	\$ 56.22	\$ 47.74	\$ 68.95	\$ 47.74	\$ 94.42
	Multiplier	3.0	1.9	2.86	3.0	3.0	3.0	2.86	2.86	2.86	2.86	2.86	3.0	3.0	3.0	3.0	3.0	2.86
	Billing Rate = Raw Salary Rate X Multiplier	\$ 416.91	\$ 190.00	\$ 342.85	\$ 242.07	\$ 256.47	\$ 302.82	\$ 306.44	\$ 245.53	\$ 251.68	\$ 216.70	\$ 122.57	\$ 206.85	\$ 168.66	\$ 143.22	\$ 206.85	\$ 143.22	\$ 270.04
	TOTAL	\$ 41,691.00	\$ 57,000.00	\$ -	\$ 72,621.00	\$ 51,294.00	\$ 60,564.00	\$ -	\$ 471,417.60	\$ 966,451.20	\$ 416,064.00	\$ 235,334.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

NOTES	
1	For purposes of Article 3(B) of Contract for Consulting/Professional Services Capital Improvement Plan Program Management WUD Project No. 19-028, dated February 11, 2020 (the "Contract"), hourly raw labor rates for the assigned resources shall remain fixed for the one-year duration of the Project Schedule for CSA No. 3 in the amounts shown in this Exhibit E.
2	If a new resource under an included labor category in Exhibit C of the Contract is added to the Project after the NTP date for CSA No. 3, the hourly raw labor rate will be the actual hourly raw labor rate at the time of the addition of the resource to the Project. The labor multiplier for the new resource will be as defined in Exhibit C of the Contract for the assigned labor category applicable for the new resource.

Attachment - E Budget Summary

Palm Beach County Water Utilities Department
 Capital Improvement Plan Program Management
 Resolution No. R2020-0161 Contract Dated February 11, 2020
 Consultant Services Authorization: 3
 Consultant: Stantec Consulting Services Inc.
 Project Title: Program Management and Implementation Services
 WUD Project No.: 20-010

Task No.	Task Description	Senior Program Controls Specialist/Scheduler	Program Controls Specialist / Scheduler	Project Coordinator	Construction Manager	Construction Senior Estimator	Construction Estimator	Senior Inspector	Inspector	Senior Contract Admin	Contract Admin	Project Admin Assistant	Project Accountant
		TBD	A. Song	B. Shaw	TBD	TBD	TBD	TBD	TBD	C. Koenig	TBD	TBD	M. Daniel
Task 1	Program Management	0	0	150	0	0	0	0	0	150	0	0	0
Task 2	Project Management	0	0	0	0	0	0	0	0	0	0	0	0
Task 3	Program Reporting & Controls	0	100	0	0	0	0	0	0	0	0	0	0
Task 4	Technical Support	0	0	0	0	100	0	0	0	0	0	0	0
Task 5	Outreach Services	0	0	0	0	0	0	0	0	0	0	0	0
Task 6	Construction Management	0	0	0	0	0	0	0	0	0	0	0	0
Task 7	Strategic Asset Management	0	0	0	0	0	0	0	0	0	0	0	0
Task 8	Information Technology Group Support Services	0	0	0	0	0	0	0	0	0	0	0	0
	Labor Subtotal Hours	-	100	150	-	100	-	-	-	150	-	-	-
	Raw Salary Rate	\$ 78.50	\$ 56.65	\$ 46.41	\$ 85.00	\$ 85.00	\$ 75.32	\$ 68.95	\$ 47.74	\$ 50.47	\$ 47.38	\$ 38.19	\$ 24.72
	Multiplier	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0
	Billing Rate = Raw Salary Rate X Multiplier	\$ 235.50	\$ 169.95	\$ 139.23	\$ 255.00	\$ 255.00	\$ 225.96	\$ 206.85	\$ 143.22	\$ 151.41	\$ 142.14	\$ 114.57	\$ 74.16
	TOTAL	\$ -	\$ 16,995.00	\$ 20,884.50	\$ -	\$ 25,500.00	\$ -	\$ -	\$ -	\$ 22,711.50	\$ -	\$ -	\$ -

Attachment - E Budget Summary

Palm Beach County Water Utilities Department
 Capital Improvement Plan Program Management
 Resolution No. R2020-0161 Contract Dated February 11, 2020
 Consultant Services Authorization: 3
 Consultant: Stantec Consulting Services Inc.
 Project Title: Program Management and Implementation Services
 WUD Project No.: 20-010

Task No.	Task Description	Stantec Labor Hours Total	Stantec Labor Dollars Subtotal	Subconsultant Labor Dollars Subtotal	Labor Dollars Total	Stantec ODC Subtotal	Subconsultant ODC Subtotal	ODC Total	Total	
Task 1	Program Management	300	\$ 43,596.00	\$ -	\$ 43,596.00	\$ -	\$ -	\$ -	\$ 43,596.00	
Task 2	Project Management	9,900	\$ 2,146,267.20	\$ 195,187.20	\$ 2,341,454.40	\$ 6,264.00	\$ -	\$ 6,264.00	\$ 2,347,718.40	
Task 3	Program Reporting & Controls	100	\$ 16,995.00	\$ 359,971.20	\$ 376,966.20	\$ -	\$ -	\$ -	\$ 376,966.20	
Task 4	Technical Support	600	\$ 179,049.00	\$ 60,354.00	\$ 239,403.00	\$ 12,000.00	\$ -	\$ 12,000.00	\$ 251,403.00	
Task 5	Outreach Services	-	\$ -	\$ 293,822.80	\$ 293,822.80	\$ -	\$ 6,000.00	\$ 6,000.00	\$ 299,822.80	
Task 6	Construction Management	-	\$ -	\$ 606,595.20	\$ 606,595.20	\$ -	\$ -	\$ -	\$ 606,595.20	
Task 7	Strategic Asset Management	300	\$ 72,621.00	\$ -	\$ 72,621.00	\$ 4,000.00	\$ -	\$ 4,000.00	\$ 76,621.00	
Task 8	Information Technology Group Support Services	-	\$ -	\$ 25,248.00	\$ 25,248.00	\$ -	\$ -	\$ -	\$ 25,248.00	
	Labor Subtotal Hours	11,200	0	0	0	0	0	0	0	
		0	\$ 11,200.00	\$ 2,458,528.20	\$ 1,541,178.40	\$ 3,999,706.60	\$ 22,264.00	\$ 6,000.00	\$ 28,264.00	\$ 4,027,970.60

Attachment - E Budget Summary

ODC Details

Palm Beach County Water Utilities Department

Capital Improvement Plan Program Management

Resolution No. R2020-0161 Contract Dated February 11, 2020

Consultant Services Authorization: 3

Consultant: Stantec Consulting Services Inc.

Project Title: Program Management and Implementation Services

WUD Project No.: 20-010

Mileage						
	<u>Task</u>	<u>Staff</u>	<u>\$/mile</u>	<u>Miles</u>	<u>Total Cost</u>	
Mileage	2	Project Managers	\$ 0.56	11,185.72	\$ 6,264.00	
		Total Mileage Expenses			\$ 6,264.00	Stantec
Travel						
	<u>Task</u>	<u>Staff</u>	<u>Cost/Trip</u>	<u>Quantity</u>	<u>Total Cost</u>	
Travel	2	McDonald, Jack (Three day trip)	\$ 2,000.00	3	\$ 6,000.00	
Travel	4	Tech Support Personnel	\$ 1,500.00	4	\$ 6,000.00	
		Total Travel Expenses			\$ 12,000.00	Stantec
Misc						
	<u>Task</u>	<u>Description</u>	<u>Cost/Month</u>	<u>Months</u>	<u>Total Cost</u>	
Misc	5	Mailing/ Printing/ Mileage/ Translation Services	\$ 500.00	12	\$ 6,000.00	
		Total Foresight Miscellaneous Expenses			\$ 6,000.00	Foresight
Travel						
	<u>Task</u>	<u>Staff</u>	<u>Cost/Trip</u>	<u>Quantity</u>	<u>Total Cost</u>	
Travel	7	Gedman, Ken (One week trip)	\$ 4,000.00	1	\$ 4,000.00	
		Total Travel Expenses			\$ 4,000.00	Stantec UK
		Total by Entity			Total Cost	
		Stantec			\$ 18,264.00	
		Stantec UK			\$ 4,000.00	
		Foresight			\$ 6,000.00	
		Total ODC			\$ 28,264.00	



December 8, 2021

John Visconti
Program Manager
Stantec Consulting Services, Inc.
2056 Vista Parkway, Suite 100
West Palm Beach FL 33411

Re: Program Management and Implementation Services
Palm Beach County Water Utilities Department Project No.: 20-010
CSA No. 3
Task No. 5: Public Outreach

Dear Mr. Visconti:

Foresight Communications & Consulting, Inc. (CONSULTANT) is honored to continue providing Task No. 5: Public Outreach Services for Stantec as it provides engineering and program management services related to the implementation and execution of the Palm Beach County Water Utilities Department's (PBCWUD) 2020-2025 Capital Improvement Plan.

CONSULTANT shall perform the services as described below.

SCOPE OF SERVICES

A. Services:

Outreach services to the public will consist of development of materials to be used to inform the public regarding specific project related activities. These materials may be in the form of door hangers, flyers, or letters to be used by PBCWUD's contractors to inform the public of project related work in their neighborhood. Additional communications support as requested by PBCWUD may include, but not be limited to:

1. Support with PBCWUD easement acquisition and public outreach activities, as requested.

2. Preparation of documents for presentation to the Board of County Commissioners.
3. Coordination for and support to Palm Beach County Office of Equal Business Opportunity (OEBO) for public outreach events such as meetings, mailings, and web-based information sharing.
4. Advice and suggestions regarding public outreach means and methods for various projects.
5. Branding.

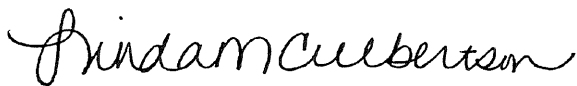
B. Deliverables:

1. Informational materials (e.g., door hangers, letters, flyers).
2. Documents in support of PBCWUD presentations to the Board of County Commissioners, if requested.
3. Other public outreach materials and support as directed by PBCWUD staff (e.g., assistance with planning and coordinating public outreach events such as public meetings).

CONSULTANT will provide these services at a cost of \$139,590.00 in 2022. This includes 750 total labor hours at a charge of \$178.12 per hour (\$133,590.00) and \$6,000.00 in ODCs, which include reimbursed expenses such as mailing, printing, mileage and translation services. Please refer to Attachment E – Foresight for the Budget Summary.

I will be happy to provide additional information if needed.

Best regards,



Linda M. Culbertson, President

Attachment - E Budget Summary

Palm Beach County Water Utilities Department
 Capital Improvement Plan Program Management
 Resolution No. R2020-0161 Contract Dated February 11, 2020
 Consultant Services Authorization: 3
 Consultant: Foresight Communications & Consulting, Inc.
 Project Title: Program Management and Implementation Services
 WUD Project No.: 20-010

Task No.	Task Description	Communications Specialist	Labor Hours Total	Labor Subtotal	ODC's	Total
		L. Culbertson				
Task 1	Program Management	0	0	0	\$ -	\$ -
Task 2	Project Management	0	0	0	\$ -	\$ -
Task 3	Program Reporting & Controls	0	0	0	\$ -	\$ -
Task 4	Technical Support	0	0	0	\$ -	\$ -
Task 5	Outreach Services	750	750	\$ 133,590.00	\$ 6,000.00	\$ 139,590.00
Task 6	Construction Management	0	0	0	\$ -	\$ -
Task 7	Strategic Asset Management	0	0	0	\$ -	\$ -
Task 8	Information Technology Group Support Services	0	0	0	\$ -	\$ -
	Labor Subtotal Hours	750	750			
	Billing Rate	\$ 178.12				
	TOTAL	\$ 133,590.00	750	\$ 133,590.00	\$ 6,000.00	\$ 139,590.00

NOTES	
1	For purposes of Article 3(B) of Contract for Consulting/Professional Services Capital Improvement Plan Program Management WUD Project No. 19-028, dated February 11, 2020 (the "Contract"), billing rates for the assigned resources shall remain fixed for the one-year duration of the Project Schedule for CSA No. 3 in the amounts shown in this Exhibit E.
2	If a new resource under an included labor category in Exhibit C of the Contract is added to the Project after the NTP date for CSA No. 3, the assigned billing rate will be determined and approved at the time of the addition of the resource to the Project.



December 8, 2021

John Visconti
Program Manager
Stantec Consulting Services Inc.
2056 Vista Parkway, Suite 100
West Palm Beach, FL 33411

Proposal Submittal

Greywood Consulting Corp - Scope of Services

Introduction & Background:

Stantec Consulting Services Inc.(CONSULTANT) will enter into an agreement entitled CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES CAPITAL IMPROVEMENT PLAN PROGRAM MANAGEMENT (CONTRACT) with Palm Beach County (COUNTY). A Consultant Services Authorization (CSA No. 3), entitled Program Management and Implementation Services, will be performed under that CONTRACT for Palm Beach County Water Utilities Department (WUD).

Greywood Consulting Corp (Greywood) will provide services with/for the CONSULTANT for the following project:

Project Title: Program Management and Implementation Services
PBCWUD Project No.: 20-010
CSA No.: 3

Scope of Services:

Greywood will work with CONSULTANT to provide the following services under the CSA:

- Task No 3: Reporting and Controls
- Task No 8: Information Technology Group Support Services

Task No. 3: Reporting and Controls

A. Services:

CONSULTANT will develop and implement document management systems and tools to promote the efficient delivery of the CIP, and further refine those tools as may be required to meet Program objectives and needs. Specifically, these tools allow PBCWUD to effectively manage the Program and provide document control support. PBCWUD will use these tools in delivery of the CIP.

Efforts under this task will involve the CONSULTANT's staff working out of PBCWUD facilities to perform the functions described below; and development staff working with PBCWUD Information Technology (IT) staff to maintain those systems and tools being hosted by PBCWUD.

Task 3.2 Document Management System

CONSULTANT will utilize, maintain, and refine as needed, the SharePoint-based Document Management System already in use for the Program. CONSULTANT shall provide administrative support to perform document management functions in support of the Program.

Task 3.4 Reporting and Dashboards

CONSULTANT will develop dashboards and status reports with PBCWUD using project data included in PBCWUD's internal CIP Tool, as requested.

B. Deliverables:

1. Updated systems and tools documentation as required
2. Program and project status report templates and dashboards

Task No. 8: Information Technology Group Support Services

A. Services:

CONSULTANT will provide support services to the PBCWUD Information Technology Support Group, as requested. These services may include, but not be limited to, overseeing implementation of internal projects, guiding the work of others, coordinating with stakeholders and communicating progress with senior leadership.

B. Deliverables:

Deliverables to be determined based on specific activities assigned.

Budget Summary:

The below summary table identifies the anticipated Greywood personnel by labor classification and billing rate to support the delivery of the referenced services.

Task No.	Task Description	Senior Program Controls Specialist	Labor Subtotal
Task 3	Reporting and Controls	300	\$ 37,872.00
Task 8	Information Technology Group Support Services	200	\$ 25,248.00
	Labor Subtotal Hours	500	
	Billing Rate	\$ 126.24	
	TOTAL	\$ 63,120.00	\$ 63,120.00

Sincerely,



Lorna Anderson, PMP
 President
 Greywood Consulting Corp.



Attachment - E Budget Summary

Palm Beach County Water Utilities Department
 Capital Improvement Plan Program Management
 Resolution No. R2020-0161 Contract Dated February 11, 2020
 Consultant Services Authorization: 3
 Consultant: Greywood Consulting Corp.
 Project Title: Program Management and Implementation Services
 WUD Project No.: 20-010

Task No.	Task Description	Principal IT Portfolio Manager	Senior Program Controls Specialist	Program Manager	Project Manager	Project Leader	Project Management Specialist	Labor Hours Total	Labor Subtotal	ODC's	Total
		TBD	L. Anderson	TBD	TBD	TBD	TBD				
Task 1	Program Management	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
Task 2	Project Management	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
Task 3	Program Reporting & Controls	0	300	0	0	0	0	300	\$ 37,872.00	\$ -	\$ 37,872.00
Task 4	Technical Support	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
Task 5	Outreach Services	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
Task 6	Construction Management	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
Task 7	Strategic Asset Management	0	0	0	0	0	0	0	\$ -	\$ -	\$ -
Task 8	Information Technology Group Support Services	0	200	0	0	0	0	200	\$ 25,248.00	\$ -	\$ 25,248.00
	Labor Subtotal Hours	0	500	0	0	0	0	500			
	Billing Rate	\$189.37	\$126.24	\$108.15	\$96.30	\$90.64	\$82.40				
	TOTAL	\$ -	\$ 63,120.00	\$ -	\$ -	\$ -	\$ -	500	\$ 63,120.00	\$ -	\$ 63,120.00

NOTES	
1	For purposes of Article 3(B) of Contract for Consulting/Professional Services Capital Improvement Plan Program Management WUD Project No. 19-028, dated February 11, 2020 (the "Contract"), billing rates for the assigned resources shall remain fixed for the one-year duration of the Project Schedule for CSA No. 3 in the amounts shown in this Exhibit E.
2	If a new resource under an included labor category in Exhibit C of the Contract is added to the Project after the NTP date for CSA No. 3, the assigned billing rate will be determined and approved at the time of the addition of the resource to the Project.



December 9, 2021

Re: **Project Title:** Program Management and Implementation Services
PBCWUD Project No.: 20-010
CSA No.: 3

Dear John:

MCO Construction and Services, Inc. (CONSULTANT) shall perform the services as described below:

SCOPE OF SERVICES

Task No. 2: Project Management

A. Services:

The Program involves successful delivery of the capital projects detailed in the CIP and each project requires management from planning to construction completion. CONSULTANT shall provide Project Managers to augment PBCWUD's project management staff and CONSULTANT's Project Managers shall be fully responsible for management of assigned projects. Specific services to be performed are:

1. Provide Project Managers to work as part of an integrated team with PBCWUD staff.
2. In conjunction with the PBCWUD project managers, plan and manage identified CIP projects in accordance with the Project Delivery System (PDS) and other PBCWUD requirements. Activities include, but are not limited to: planning, coordinating and conducting various meetings; conducting research associated with project scope development; negotiating engineering design fees; developing and maintaining project schedules; receiving and coordinating review of consultant deliverables and providing feedback to consultants regarding the acceptability of those deliverables; coordinating advertisement for bids for construction including review and analysis of bids received and making recommendations for contract award; assisting in preparing conformed documents for construction; providing management support during construction; assisting the construction manager in close-out activities; and review and processing of consultant and contractor invoices.
3. Prepare or provide input to monthly project status reports used to document progress and to inform PBCWUD senior leadership regarding project and Program status.
4. Prepare correspondence and other documents required as part of the PDS for delivery of assigned projects.
5. Assist in mentoring and training PBCWUD project managers in capital project management techniques and best practices.

B. Deliverables:

1. Documentation required for project delivery pursuant to the PDS (e.g. completed checklists, budget requests, procurement related documents).



2. Preparation of presentations to support procurement of engineering consultants and update PBCWUD senior leadership regarding project status.

Task No. 3: Reporting and Controls

A. Services:

CONSULTANT will develop and implement document management systems and tools to promote the efficient delivery of the CIP, and further refine those tools as may be required to meet Program objectives and needs. Specifically, these tools allow PBCWUD to effectively manage the Program and provide document control support. PBCWUD will use these tools in delivery of the CIP.

Efforts under this task will involve the CONSULTANT's staff working out of PBCWUD facilities to perform the functions described below; and development staff working with PBCWUD Information Technology (IT) staff to maintain those systems and tools being hosted by PBCWUD.

Task 3.2 Document Management System

CONSULTANT will utilize, maintain, and refine as needed, the SharePoint-based Document Management System already in use for the Program. CONSULTANT shall provide administrative support to perform document management functions in support of the Program.

Task 3.4 Reporting and Dashboards

CONSULTANT will develop dashboards and status reports with PBCWUD using project data included in PBCWUD's internal CIP Tool, as requested.

B. Deliverables:

1. Updated systems and tools documentation as required
2. Program and project status report templates and dashboards

Task No. 4: Technical Support

A. Services:

Throughout the Program delivery, situations will arise when specialized technical expertise may be needed. CONSULTANT shall support PBCWUD in these situations by providing technical resources on an as required basis. Specific services to be performed may include, but are not limited to:

1. Development or revision of a PBCWUD Standard Operating Procedure (SOP) as requested.



2. Development and implementation of PDS modules for design-build and/or other alternative delivery methods.
3. Technical experts in the areas of water and wastewater treatment, water chemistry, pipe rehabilitation methodologies, hydrogeology, alternative delivery procurement and utility management.
4. Best practices in program and project management.
5. Alternatives analysis as part of Planning and Design.
6. Cost estimating.
7. Value engineering.
8. Providing technical expertise not readily available within PBCWUD or through PBCWUD's current consulting/professional services engineering contracts on short notice as required during planning, design, construction, or closeout.

B. Deliverables:

1. Technical memoranda or reports, as warranted, identifying the work performed, alternatives developed, value engineering recommendations, or issues investigated and findings.

Task No. 5: Public Outreach

A. Services:

CONSULTANT shall support CIP delivery by providing outreach services to both the public and to the local small business community.

Outreach services to the public will consist of development of materials to be used to inform the public regarding specific project related activities. These materials may be in the form of door hangers, flyers, or letters to be used by PBCWUD's contractors to inform the public of project related work in their neighborhood. Additional communications support as requested by PBCWUD may include, but not be limited to:

1. Support with PBCWUD easement acquisition and public outreach activities, as requested.
2. Preparation of documents for presentation to the Board of County Commissioners.
3. Coordination for and support to Palm Beach County Office of Equal Business Opportunity (OEBO) for public outreach events such as meetings, mailings, and web-based information sharing.
4. Advice and suggestions regarding public outreach means and methods for various projects.
5. Branding.

B. Deliverables:

1. Informational materials (e.g. door hangers, letters, flyers).
2. Documents in support of PBCWUD presentations to the Board of County Commissioners, if requested.



3. Other public outreach materials and support as directed by PBCWUD staff (e.g. assistance with planning and coordinating public outreach events such as public meetings).

Task No. 6: Construction Management

A. Services:

CONSULTANT will provide staff augmentation to support the PBCWUD Construction Management (CM) team in delivery of the growing volume of capital and R&R projects in construction. This augmentation will consist of construction managers and construction inspectors to provide construction management services for assigned projects. Augmentation through the CONSULTANT will result in more specialized staff and more consistent administration of construction contracts since these individuals will be working for multiple years on PBCWUD capital and R&R projects.

In addition to assisting in the day to day administration of construction contracts, CONSULTANT will continue to support the Program with constructability reviews, review and revision of construction contracts to be advertised, and advice and guidance regarding construction matters.

B. Deliverables:

1. Daily inspection reports, and other documentation associated with administering capital construction contracts (e.g. responses to contractor Requests For Information (RFIs), monthly payment application reviews, contractor submittal reviews)
2. Constructability review comments.
3. Documentation associated with the review and revision of construction contracts being prepared.

Total Cost for Services shall be \$1,344,468.40

Task No.	Labor Category	Raw Rate	Billing Rate (*)	Hours	Total for Category
2	Project Manager	\$ 48.41	\$ 101.66	1920	\$ 195,187.20
3	Project Coordinator	\$ 41.70	\$ 87.57	1920	\$168,134.40
3	Document Control Specialist	\$ 38.19	\$ 80.19	1920	\$153,964.80
4	Project Manager	\$84.84	\$178.22	200	\$35,644.00
4	Technical Support	\$95.80	\$201.18	300	\$60,354.00
5	Project Coordinator	\$30.90	\$64.89	1920	\$124,588.80
6	Construction Inspector	\$ 51.50	\$108.15	1920	\$207,648.00
6	Construction Inspector	\$ 61.94	\$130.07	960	\$124,867.20
6	Construction Inspector	\$ 67.98	\$142.75	1920	\$274,080.00
				TOTAL	\$1344,468.40

NOTE: Billing Rate = average raw salary rate times multiplier, where multiplier is 2.1.



Should you have any questions, comments or require additional information you may contact me at 786-546-0184.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ann McNeill', is written over the typed name and title.

Ann McNeill
President

Attachment - E Budget Summary

Palm Beach County Water Utilities Department
 Capital Improvement Plan Program Management
 Resolution No. R2020-0161 Contract Dated February 11, 2020
 Consultant Services Authorization: 3
 Consultant: M.C.O. Construction and Services, Inc.
 Project Title: Program Management and Implementation Services
 WUD Project No.: 20-010

Task No.	Task Description	Project Manager	Project Manager	Project Manager	Construction / Outreach Advisor	Construction Inspector	Construction Inspector	Construction Inspector	Construction Inspector	Construction Manager	Project Coordinator	Project Coordinator	Document Control Specialist	Labor Hours Total	Labor Subtotal	ODC's	Total
		TBD	A. McNeill	R. Da Gama	TBD	K. Stubbs	W. Lapinsky	TBD	TBD	L. Blackwood	C. West	K. Williams					
Task 1	Program Management													-	\$ -	\$ -	\$ -
Task 2	Project Management	-	-	1,920	-	-	-	-	-	-	-	-	-	1,920	\$ 195,187.20	\$ -	\$ 195,187.20
Task 3	Program Reporting & Controls	-	-	-	-	-	-	-	-	-	1,920	-	1,920	3,840	\$ 322,099.20	\$ -	\$ 322,099.20
Task 4	Technical Support	300	-	-	-	-	-	-	-	-	-	-	-	300	\$ 60,354.00	\$ -	\$ 60,354.00
Task 5	Outreach Services	-	200	-	-	-	-	-	-	-	-	1,920	-	2,120	\$ 160,232.80	\$ -	\$ 160,232.80
Task 6	Construction Management	-	-	-	-	1,920	960	1,920	-	-	-	-	-	4,800	\$ 606,595.20	\$ -	\$ 606,595.20
Task 7	Strategic Asset Management	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	\$ -
Task 8	Information Technology Group Support Services	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ -	\$ -	\$ -
	Labor Subtotal Hours	300	200	1,920	-	1,920	960	1,920	-	1,920	1,920	1,920	1,920	12,980			
	Raw Salary Rate	\$ 95.80	\$ 84.87	\$ 48.41	\$ 62.83	\$ 51.50	\$ 61.94	\$ 67.98	\$ 70.00	\$ 41.70	\$ 30.90	\$ 38.19					
	Multiplier	2.1	2.1	2.1	2.1	2.1	2.1	2.1	2.1	2.1	2.1	2.1	2.1				
	Billing Rate = Raw Salary Rate X Multiplier	\$ 201.18	\$ 178.22	\$ 101.66	\$ 131.00	\$ 108.15	\$ 130.07	\$ 142.75	\$ 147.00	\$ 87.57	\$ 64.89	\$ 80.19					
	TOTAL	\$ 60,354.00	\$ 35,644.00	\$ 195,187.20	\$ -	\$ 207,648.00	\$ 124,867.20	\$ 274,080.00	\$ -	\$ 168,134.40	\$ 124,588.80	\$ 153,964.80		12,980	\$ 1,344,468.40	\$ -	\$ 1,344,468.40

NOTES	
1	For purposes of Article 3(B) of Contract for Consulting/Professional Services Capital Improvement Plan Program Management WUD Project No. 19-028, dated February 11, 2020 (the "Contract"), hourly raw labor rates for the assigned resources shall remain fixed for the one-year duration of the Project Schedule for CSA No. 3 in the amounts shown in this Exhibit E.
2	If a new resource under an included labor category in Exhibit C of the Contract is added to the Project after the NTP date for CSA No. 3, the hourly raw labor rate will be the actual hourly raw labor rate at the time of the addition of the resource to the Project. The labor multiplier for the new resource will be as defined in Exhibit C of the Contract for the assigned labor category applicable for the new resource.

ATTACHMENT F
Palm Beach County Water Utilities Department
Capital Improvement Plan Program Management
Resolution No. R2020-0161 Contract Dated February 11, 2020

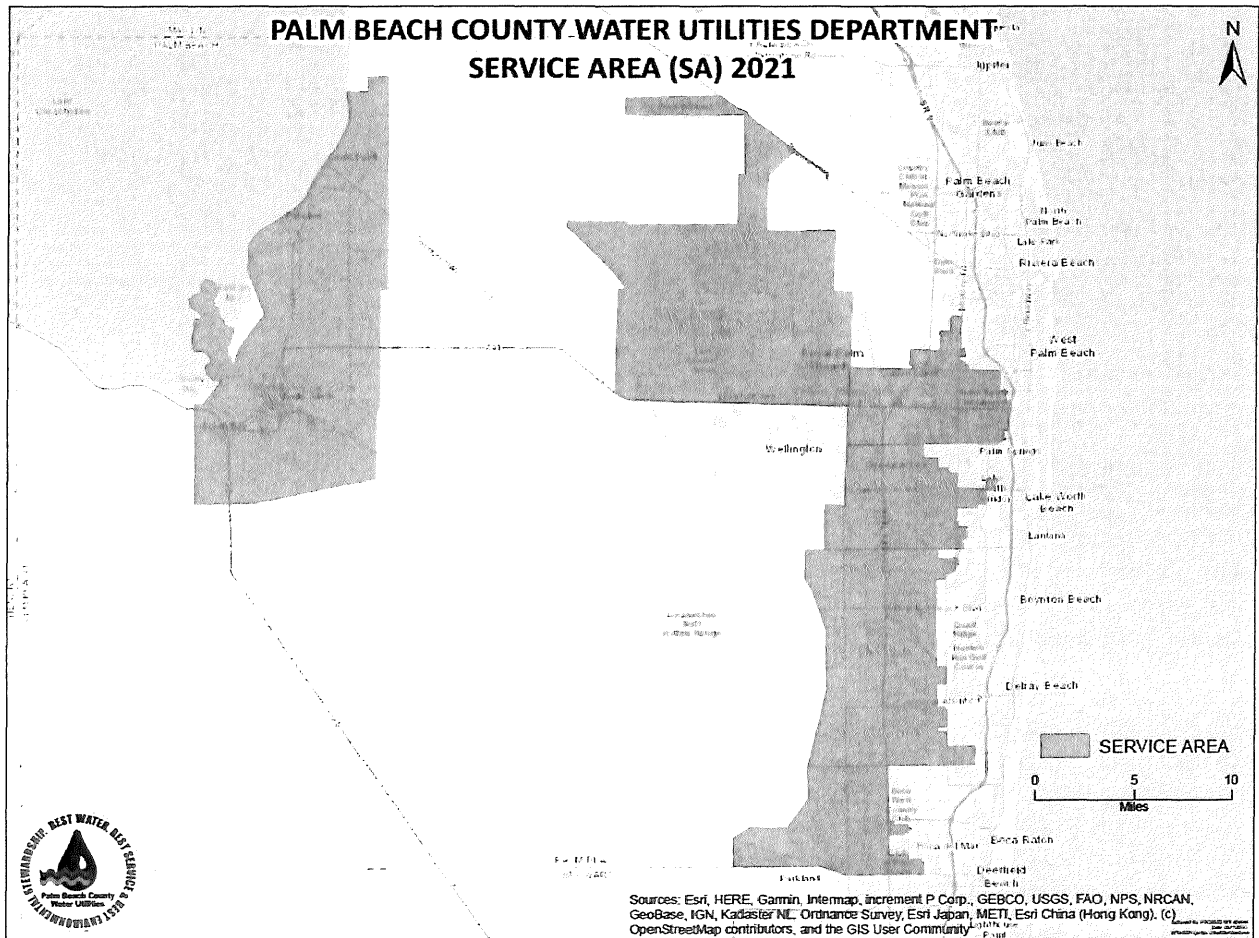
**SUMMARY OF
SBE-M/WBE BUSINESS TRACKING**

Master Contract Goals	TOTAL	SBE: 25.00 %	M/WBE: 25.00 %	MBE(B): 22.00 %	WBE: 3.00 %
Current Proposal					
Value of Authorization No. <u>3</u>	\$ 4,027,970.60				
Value of SBE-M/WBE Letters of Intent		\$ 1,547,178.40	\$ 1,547,178.40	\$ 1,407,588.40	\$ 139,590.00
Actual Percentage		38.41 %	38.41 %	34.94 %	3.46 %
Signed/Approved Authorizations					
Total Value of Authorizations	\$ 8,070,302.94				
Total Value of SBE-M/WBE Signed Subcontractors		\$ 2,717,023.20	\$ 2,717,023.20	\$ 2,497,741.50	\$ 219,281.70
Actual Percentage		33.66 %	33.66 %	30.95 %	2.71 %
Signed/Approved Authorizations Plus Current Proposal					
Total Value of Authorization	\$ 12,098,273.54				
Total Value of Subcontractors & Letters of Intent		\$ 4,264,201.60	\$ 4,264,201.60	\$ 3,905,329.90	\$ 358,871.70
Actual Percentage		35.24 %	35.24 %	32.28 %	2.96 %

ATTACHMENT G

Location Map

PBCWUD Project No. 20-010

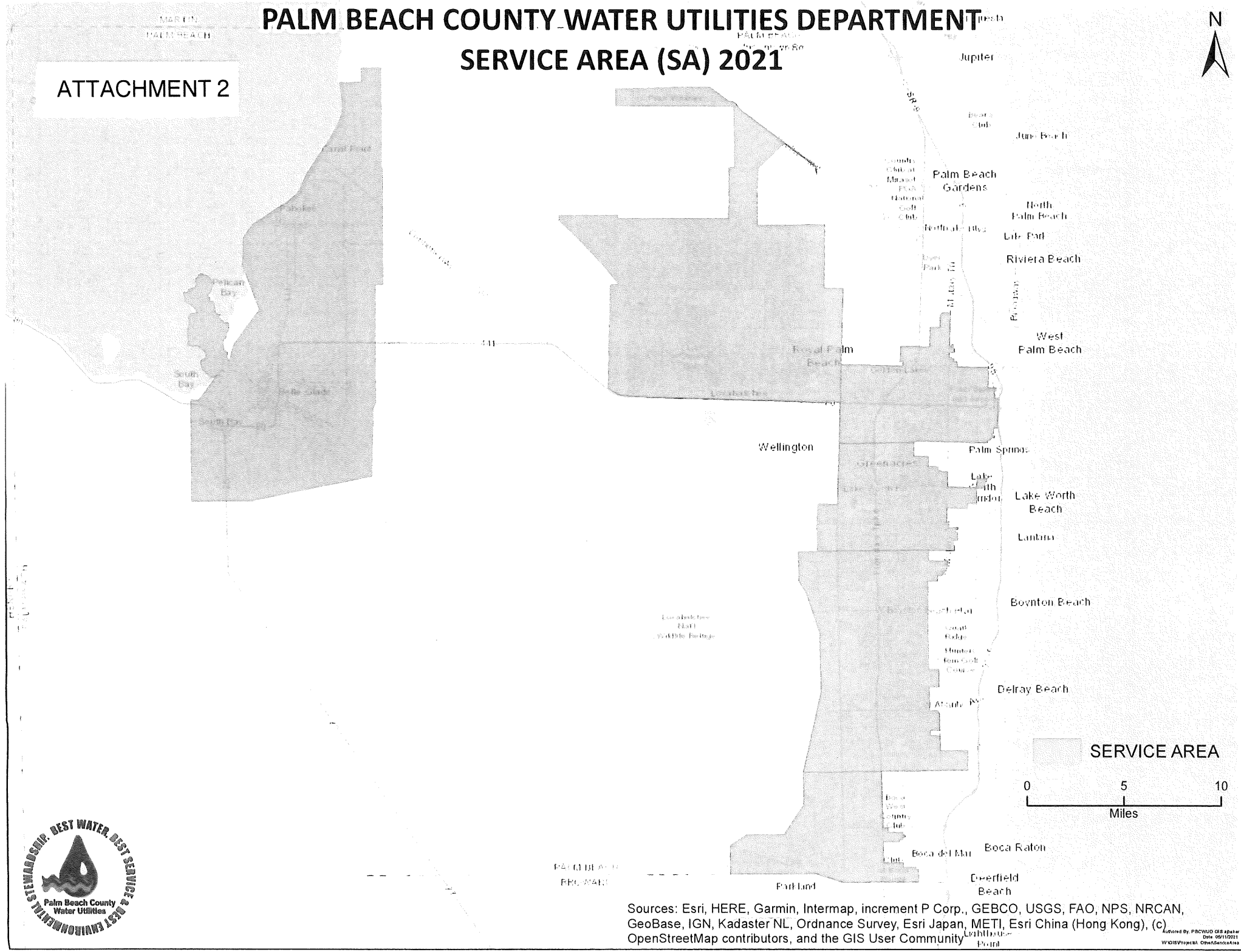


Revised 04/26/2021

PALM BEACH COUNTY WATER UTILITIES DEPARTMENT

SERVICE AREA (SA) 2021

ATTACHMENT 2



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community

Author: PBCWUD GIS Admin
Date: 05/11/2021
WGISProject: OpenServiceArea

ATTACHMENT 3



CERTIFICATE OF LIABILITY INSURANCE

5/1/2022

DATE (MM/DD/YYYY)
04/22/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000	CONTACT NAME:	
	PHONE (A/C. No. Ext):	FAX (A/C. No.):
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Berkshire Hathaway Specialty Insurance Company		22276
INSURER B : Travelers Property Casualty Co of America		25674
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

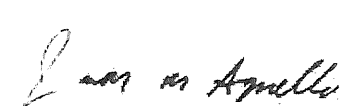
INSURED STANTEC CONSULTING SERVICES INC.
1415077 370 INTERLOCKEN BOULEVARD, SUITE 300
BROOMFIELD CO 80021-8012

COVERAGES CERTIFICATE NUMBER: 14510982 REVISION NUMBER: XXXXXXXX
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CONTRACTUAL/CROSS <input checked="" type="checkbox"/> XCU COVERED GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC OTHER:		Y	Y	47-GLO-307584	05/01/2021 05/01/2022	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B B B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY		N	Y	TC2J-CAP-8E086819 (AOS) TJ-BAP-8E086820 TC2J-CAP-8E087017 (NJ)	05/01/2021 05/01/2022 05/01/2021 05/01/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$ XXXXXXXX
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$		N	N	47-UMO-307585	05/01/2021 05/01/2022	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B B B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	Y	UB-3P635310 (AOS) UB-3P533004 (MA, WI) EXCEPT FOR OH ND WA WY	05/01/2021 05/01/2022 05/01/2021 05/01/2022	<input checked="" type="checkbox"/> PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 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)

RE: PROJECT NO.: WUD 14-054- ENGINEERING AND CONSTRUCTION SERVICES OWNER'S ADVISOR. ITS ACCOUNT NUMBER: PLC1269. PALM BEACH COUNTY BOARD OF COMMISSIONERS, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA, ITS OFFICERS, EMPLOYEES AND AGENTS ARE ADDITIONAL INSUREDS AS RESPECTS GENERAL LIABILITY, AS REQUIRED BY WRITTEN CONTRACT. WAIVER OF SUBROGATION APPLIES TO GENERAL LIABILITY, AUTO LIABILITY AND WORKERS COMPENSATION/EMPLOYER'S LIABILITY WHERE ALLOWED BY STATE LAW AND AS REQUIRED BY WRITTEN CONTRACT.

CERTIFICATE HOLDER	CANCELLATION See Attachments
14510982 PALM BEACH COUNTY WATER UTILITIES DEPARTMENT DIRECTOR UTILITIES ENGINEERING 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 



CERTIFICATE OF LIABILITY INSURANCE

10/1/2022

DATE (MM/DD/YYYY)
9/16/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lockton Companies 444 W. 47th Street, Suite 900 Kansas City MO 64112-1906 (816) 960-9000	CONTACT NAME:	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
E-MAIL ADDRESS:		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Berkshire Hathaway Specialty Insurance Company		22276
INSURER B :		
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED
1420231 STANTEC CONSULTING SERVICES INC.
370 INTERLOCKEN BOULEVARD, SUITE 300
BROOMFIELD CO 80021-8012

COVERAGES

CERTIFICATE NUMBER: 16108047

REVISION NUMBER: XXXXXXXX

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX DAMAGE TO RENTED PREMISES (Ea occurrence) \$ XXXXXXXX MED EXP (Any one person) \$ XXXXXXXX PERSONAL & ADV INJURY \$ XXXXXXXX GENERAL AGGREGATE \$ XXXXXXXX PRODUCTS - COMP/OP AGG \$ XXXXXXXX \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			NOT APPLICABLE			COMBINED SINGLE LIMIT (Ea accident) \$ XXXXXXXX BODILY INJURY (Per person) \$ XXXXXXXX BODILY INJURY (Per accident) \$ XXXXXXXX PROPERTY DAMAGE (Per accident) \$ XXXXXXXX \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			NOT APPLICABLE			EACH OCCURRENCE \$ XXXXXXXX AGGREGATE \$ XXXXXXXX \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	NOT APPLICABLE			PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ XXXXXXXX E.L. DISEASE - EA EMPLOYEE \$ XXXXXXXX E.L. DISEASE - POLICY LIMIT \$ XXXXXXXX
A A	PROFESSIONAL LIABILITY	N	N	47-EPP-308810 NO RETROACTIVE DATE	10/1/2021	10/1/2022	\$3,000,000 PER CLAIM/AGG INCLUSIVE OF COSTS

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 RE: PROJECT NO. WUD 14-054 ENGINEERING AND CONSTRUCTION SERVICES OWNER'S ADVISOR.

CERTIFICATE HOLDER**CANCELLATION**

16108047

PALM BEACH COUNTY
 WATER UTILITIES DEPARTMENT
 DIRECTOR UTILITIES ENGINEERING
 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