

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

**Meeting Date: March 8, 2022**

**Consent**  
 **Workshop**

**Regular**  
 **Public Hearing**

**Department: Facilities Development and Operations**

**I. EXECUTIVE BRIEF**

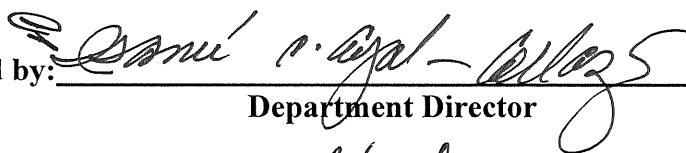
**Motion and Title: Staff recommends motion to approve:** Consultant Services Authorization (CSA) No. 2 to the contract with Song & Associates, Inc. (R2021-0235) to provide professional architectural/engineering (A/E) design, programming, site plan approval, permitting, and construction administration services for phase 2 of the new Mosquito Control Division Compound project in the amount of \$392,859.10.

**Summary:** On February 9, 2021, the Board of County Commissioners (Board) approved the contract with Song and Associates, Inc. for the Mosquito Control Division Compound project to be located on an approximately 5.86 acre site at the intersection of Lantana Road and 95<sup>th</sup> Avenue South in unincorporated Lantana. The project entails a new chemical storage building, office/lab building, a fuel island and surface parking for deliveries, visitors and employees. Site clearing and infrastructure improvements are also required in order to add the new buildings and required site amenities. Originally, Staff had intended for this project to proceed in phases however, in pursuing the design effort associated with the first phase, Staff has concluded that it would be most advantageous to complete the design for the entire project and then proceed to construction. The contract authorized the initial phase of the project for professional A/E design services for the construction of the chemical storage facility, and a fuel island with a canopy and control kiosk, as well as site development and improvements. CSA No. 1 authorized design and permitting services for required revisions to the storm water drainage. CSA No. 2 authorizes professional A/E design services for phase 2 of the project including programming, site plan approval, permitting and construction administration for the workshop and equipment storage building, enclosed vehicle and equipment storage building, office and light lab building and all remaining site work. The solicitation for design professionals was advertised on January 12, 2020 according to the Equal Business Opportunity (EBO) Ordinance, with the final selection on September 17, 2020. The project was presented to the Goal Setting Committee on November 6, 2019. The Committee established Affirmative Procurement Initiatives (API) of a Small Business Enterprise (SBE) participation evaluation preference of up to 15 points for the selection of the consultant and a minimum mandatory contract goal of 20% SBE participation. Song & Associates, Inc. is not an SBE, but has teamed up with three (3) SBE and Minority Business Enterprise (MBE) sub-consultants on this project. The consultant has committed to 82% SBE participation for this contract. SBE participation for this CSA is 23.29%. To date, Song and Associates, Inc. has achieved 36.22% S/MBE participation on this contract. Song & Associates, Inc. has engaged Alan Gerwig & Associates, Inc., as a sub-consultant on this project. Anne Gerwig is a 1% owner of Alan Gerwig & Associates; Ms. Gerwig serves on the Citizens Advisory Committee on Health and Human Services, which is a purely advisory committee of the Board of County Commissioners. The Citizens Advisory Committee provides no regulation, oversight or policy setting recommendations regarding this contract, which was procured competitively. This disclosure is made pursuant to Section 2-443(d) of the Palm Beach County Ethics Code. Song and Associates, Inc. is a Palm Beach County Business. Funding for this project is from the Public Building Improvement fund. **(Capital Improvements Division) District 6 (MWJ)**

**Background and Justification:** Selection of the design professional was performed pursuant to the Consultant Competitive Negotiations Act (CCNA), Florida Statute 287.055 on September 17, 2020. (Continued on page 3.)

**Attachments:**

- |                                       |   |
|---------------------------------------|---|
| 1. Location Map                       | 4. Conflict of Interest Disclosure – Alan Gerwig & Associates, Inc. |
| 2. Budget Availability Statement      |   |
| 3. Song & Associates, Inc – CSA No. 2 |   |

**Recommended by:**  **Department Director** 2/09/2022 **Date**

**Approved by:**  **County Administrator** 2/02/22 **Date**

**II. FISCAL IMPACT ANALYSIS**

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

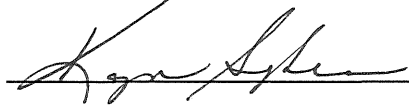
Fiscal Years	2022	2023	2024	2025	2026
Capital Expenditures	\$463,036	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
<b>NET FISCAL IMPACT</b>	<u>\$463,036</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
<b># ADDITIONAL FTE POSITIONS (Cumulative)</b>	_____	_____	_____	_____	_____
<b>Is Item Included in Current Budget:</b>		Yes	<u>X</u>	No	_____
<b>Does this item include use of federal funds?</b>		Yes	_____	No	<u>X</u>

**Budget Account No:** Fund 3804 Dept 411 Unit B651 Object 6505

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

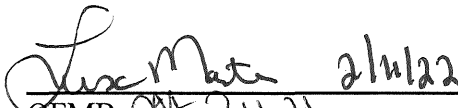
The funding source for this project is the Public Building Improvement (Ad Valorem) fund.

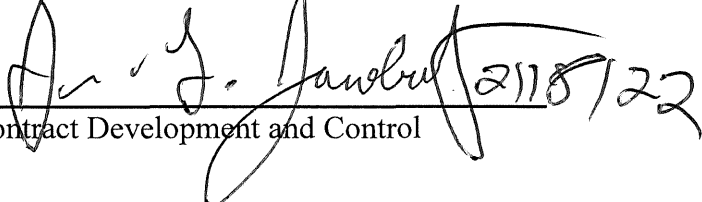
Professional Services	\$392,859.10
Staff Cost	<u>\$ 70,176.00</u>
<b>Total</b>	<u>\$463,035.10</u>

**C. Departmental Fiscal Review:** 


**III. REVIEW COMMENTS**

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

 2/11/22  
OFMB QA 2-11-21 LM

 2/18/22  
Contract Development and Control

**B. Legal Sufficiency:**

 2/18/22  
Assistant County Attorney

**C. Other Department Review:**

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

**Background and Justification (Cont'd):**

The existing Mosquito Control Facility is an older facility in need of major repair and renovations. The decision to build a new facility, on a separate County-owned adjacent property in close proximity to the existing facility, was made to allow continued operations while simultaneously addressing additional office/lab and storage needs. The Mosquito Control Division is responsible for maintaining levels of arthropod control that will protect human health/safety in the surrounding community.

# LOCATION MAP

**Project No:** 18217

**Project Name:** Mosquito Control Division Compound

**Locations:** Intersection Lantana Road and 95<sup>th</sup> Avenue South, Unincorporated Lantana



BUDGET AVAILABILITY STATEMENT

REQUEST DATE: 1/11/2022

REQUESTED BY: Richard Avery *RA*

PHONE: 561-768-6152

PROJECT TITLE: Mosquito Control Division Compound

(Same as CIP or IST, if applicable)

IST PLANNING NO.:

ORIGINAL CONTRACT AMOUNT: \$355,288.10

BCC RESOLUTION#:2021-0235

REQUESTED AMOUNT: \$392,859.10

DATE:02/09/2021

eFDO #:2018-067027

CSA or CHANGE ORDER NUMBER:

LOCATION: *Site located at Lantana and 95th Avenue South.*

BUILDING NUMBER:

DESCRIPTION OF WORK/SERVICE LOCATION:

PROJECT/W.O. NUMBER: 18217

CONSULTANT/CONTRACTOR: Song and Associates, Inc.

PROVIDE A BRIEF STATEMENT OF THE SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT/CONTRACTOR:

Professional Services shall include design services for Phase II of the Mosquito Control Division Compound project for the Workshop, equipment storage, enclosed vehicle and equipment storage; and office and light Lab building.

CONSTRUCTION	\$	392,859.10
STAFF COSTS*	\$	70,176.00
TOTAL	\$	<u>463,035.10</u>

\* By signing this BAS your department agrees to these CID staff charges and your account will be charged upon receipt of this BAS by FD&O. Unless there is a change in the scope of work, no additional staff charges will be billed. If this BAS is for construction costs of \$250,000 or greater, staff charges will be billed as actual and reconciled at the end of the project. If the project requires Facilities Management or ESS staff your department will be billed actual hours worked upon project completion.

**BUDGET ACCOUNT NUMBER(S) (Specify distribution if more than one and order in which funds are to be used):**

FUND:	DEPT:	UNIT:	OBJ:
<i>3804</i>	<i>411</i>	<i>B651</i>	<i>6505</i>

**IDENTIFY FUNDING SOURCE FOR EACH ACCOUNT: (check and provide detail for all that apply)**

- Ad Valorem (Amount \$ \_\_\_\_\_)       Infrastructure Sales Tax (Amount \$ \_\_\_\_\_)
- State (source/type: \_\_\_\_\_ Amount \$ \_\_\_\_\_)       Federal (source/type: \_\_\_\_\_ Amount \$ \_\_\_\_\_)
- Grant (source/type: \_\_\_\_\_ Amount \$ \_\_\_\_\_)       Impact Fees: (Amount \$ \_\_\_\_\_)
- Other (source/type: \_\_\_\_\_ Amount \$ \_\_\_\_\_)

Department: *FD&O*

BAS APPROVED BY: *[Signature]*

DATE *1/11/2022*

ENCUMBRANCE NUMBER: \_\_\_\_\_

**SUMMARY SHEET**  
**CONSULTANT SERVICES AUTHORIZATION #2**  
**SONG & ASSOCIATES, INC.**  
**MOSQUITO CONTROL DIVISION COMPOUND**  
**PROJECT NO. 18217**

This Consultant Services Authorization #2 is for Phase II professional design services for the Mosquito Control Division Compound project located on an approximately 5.86 acre site at the intersection of Lantana Road and 95<sup>th</sup> Avenue South in unincorporated Lantana.

Professional services shall include architectural/engineering (A/E) design, programming, site plan approval, permitting, and construction administration services for phase II design and construction for the Mosquito Control Division Compound.

On February 9, 2021, the Board of County Commissioners approved contract (R2021-0235) with Song and Associates, Inc. to provide professional services for phase I of the project, which included professional A/E design services for the construction of the chemical storage facility, and a fuel island with a canopy and control kiosk, as well as site development and improvements. The project has progressed to the point where Phase II design should now commence. This CSA will authorize the project consultant, Song and Associates Inc. to provide A/E design services for the balance of the project known as Phase II, which includes but is not limited to design of the Workshop & Equipment Storage building, enclosed Vehicle & Equipment Storage building, Office & Light Lab Building, and all remaining site work.

**EBO Program**

The API established for this contract is a mandatory minimum of 20% SBE participation. The Consultant has committed to 82% participation for this contract. The Consultant SBE participation for this CSA is 23.29%. When added to the Consultant's participation to date, the resulting SBE participation is 36.22%.

R.C.  
1/28/22

**CONSULTANT SERVICES AUTHORIZATION #2**

**SONG & ASSOCIATES, INC.**

**MOSQUITO CONTROL DIVISION COMPOUND  
PROJECT NO. 18217  
DISTRICT NO. 6**

**THIS CONSULTANT SERVICES AUTHORIZATION (CSA) NO. 2** to the Contract dated 02/09/21 (R2021-0235) (the "Contract") between Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners and the Consultant identified herein is for the consultant services described in Item 4 of this CSA.

**1. CONSULTANT: SONG & ASSOCIATES, INC.,** whose Federal Tax ID# is 65-0848859.

<b>2. History:</b>	<b>CSA</b>	<b>Amount</b>	<b>Approval Date</b>	<b>Approved By</b>
	Contract	\$355,288.10	02/09/21	BCC
	CSA #1	\$14,190.00	Pending	

**3. Services completed to date:** The Contract was for the initial Phase 1 services for architectural/engineering design services for the construction of the chemical storage facility and a fuel island with a canopy and control kiosks, as well as site development and improvements. CSA No. 1 authorized additional civil engineering and architectural fees related to storm water drainage design and permitting.

**4. Description of Services to be provided by Consultant:** Professional services shall include architectural/engineering (A/E) design, programming, site plan approval, permitting, and construction administration services for phase II design and construction for the Mosquito Control Division Compound, as detailed on the attached proposal dated January 27, 2021. In the event of a conflict between the terms and conditions of the Contract and the terms and conditions of Consultant's proposal, the terms and conditions of the Contract shall control.

**5. Compensation:** The compensation to be paid to the Consultant for the requested services shall be: Lump Sum charge of **\$392,859.10**.

**6. This CSA may be terminated, in whole or in part, by the County with or without cause in accordance with the Contract terms. In the event of termination not the fault of the Consultant, the Consultant shall be compensated for all services performed to termination date, together with reimbursable expenses (if applicable) then due in accordance with the Contract terms.**

**Consultant agrees to waive any and all claims for lost profits or anticipated future profits in the event of a termination with or without the cause under this Contract.**

**7. If not previously provided or for a new project, the Consultant shall provide County with an executed Conflict of Interest Disclosure Form, attached hereto and incorporated herein.**

R.C.  
1/28/22

8. All terms, conditions, and obligations of the original Contract shall remain in full force and effect, unless specifically noted as follows: No changes

9. **Time of Commencement:** Consultant shall begin work immediately on the requested services upon receipt of this executed document which shall constitute official **“Notice to Proceed”**.

10. **EBO Program:** The API established for this contract is a mandatory minimum of 20% SBE participation. The Consultant has committed to 82% participation for this contract. The Consultant SBE participation for this CSA is 23.29%. When added to the Consultant's participation to date, the resulting SBE participation is 36.22%.

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**IN WITNESS WHEREOF**, this CSA is accepted, subject to the terms and conditions of the  
aforementioned Contract.

ATTEST:  
JOSEPH ABRUZZO, CLERK &  
COMPTROLLER

PALM BEACH COUNTY,  
A Political Subdivision of the State of Florida  
BOARD OF COUNTY COMMISSIONERS

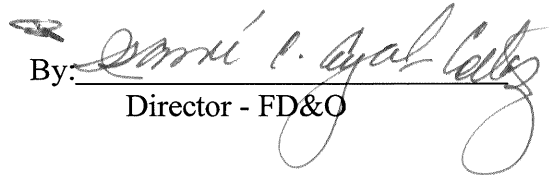
By: \_\_\_\_\_  
Deputy Clerk

By: \_\_\_\_\_  
Robert S. Weinroth, Mayor

APPROVED AS TO  
LEGAL SUFFICIENCY

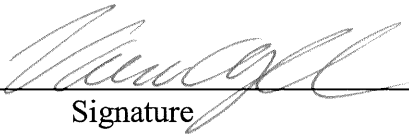
APPROVED AS TO TERMS  
AND CONDITIONS

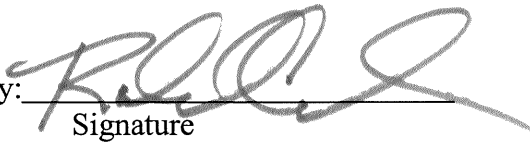
By:  \_\_\_\_\_  
Assistant County Attorney

By:  \_\_\_\_\_  
Director - FD&O

WITNESS:

CONSULTANT: SONG & ASSOCIATES, INC.

 \_\_\_\_\_  
Signature

By:  \_\_\_\_\_  
Signature

Vanessa Angeli  
Name (type or print)

ROBERT CASTROVINCI  
Name (type or print)

PRINCIPAL  
Title

(Corporate Seal)



January 27<sup>th</sup>, 2021

Richard Avery, Project Manager  
Palm Beach County Facility Development & Operations  
2633 Vista Parkway  
West Palm Beach, FL 33411

RE: Architectural Design & Engineering Services for  
Mosquito Control Division Compound (PBC #18217)  
**Professional Services Fee Proposal for Phase II Full Design Services.**

Dear Mr. Avery:

Song + Associates, Inc. is pleased to provide Design, Documentation, Permitting and Construction Phase Services for **Phase II** of the new Palm Beach County Mosquito Control Compound to be located at the Intersection of Lantana Road & 95<sup>th</sup> Avenue South in unincorporated Lantana.

**I. MASTER PLAN PROJECT UNDERSTANDING**

The project will consist of the following:

1. 5.9 acre Site Development (Clearing, Filling, Grading & Paving, Storm Water, Utilities, Landscape & Irrigation, Fencing & Gates, Signage...etc.)
2. New Buildings as follows:
  - a. Chemical Storage Facility – 6,200 SF.
  - b. Workshop & Equipment Storage – 4,800 SF.
  - c. Enclosed Vehicle & Equipment Storage – 9,840 SF
  - d. Office & Light Lab Building – 6,000 SF.
  - e. Fuel Island with Canopy & Control Kiosk.
3. Operational requirements per:
  - a. Department of Environmental Resources Management space and operational requirements for proposed Mosquito Control Division Compound revised March 16, 2018

**II. PHASING**

The project will be phased as follows:

- a. **Phase I (UNDER SEPARATE PROPOSAL)** will consist of the construction of The Chemical Storage Facility & a Fuel Island with Canopy & Kiosk along with the required Site Development elements such as roads, parking and infrastructure required for the functionality of these facilities and for the Phase I permitting. We anticipate that about 70% to 75% of the Total Site Development Scope will occur during this Phase.
- b. **Phase II (PART OF THIS PROPOSAL)** will consist of the Design & construction of the balance of Buildings listed in I.2. above along with the corresponding site work.

**THIS PROPOSAL INCLUDES A PERMIT PACKAGE FOR PHASE II ONLY.**

**III. SCOPE OF SERVICES**

**Song + Associates, Inc.**

Architecture • Planning • Interior Design  
AA003165 / IB0001095

1545 Centrepark Drive North  
West Palm Beach, Florida 33401  
T : 561.655.2423 F : 561.655.1482

American Institute of Architects / NCARB

- A. Song + Associates and our consultants Urban Design Studios (Planning & Landscape), Alan Gerwig & Associates (Civil), Jezerinac Group (Structural), and OCI Associates (MEP) will be providing Architectural, Engineering and Planning Services for this project. Services will be performed in accordance with the Palm Beach County's Policy & Procedure Manual for Design Professionals
- B. We will provide the scope of professional design service phases consisting of Schematic Design, Design Development, Construction Documents, Bidding/Negotiation assistance, Permitting assistance and Construction Administration.
- C. All design scope for all phases of the design will be completed in accordance with the PBC Design Manual i.e. "Policy & procedures manual for design professionals"
- D. CONCEPT DESIGN / PROGRAM EVALUATION PHASE
- Evaluation of the Owner provided Project Program.
  - Design Intent Report with project design schedule.
  - Develop up to 3 options to validate the Owner program.
- E. SCHEMATIC DESIGN PHASE
- Develop the final selected Conceptual Design into a Schematic Design level package and to establish the design direction going forward.
  - Develop a preliminary list of required permits.
  - Adjustment to the building program with more precise square footages to track the building development as necessary to move forward with the next deliverable.
  - Engage the necessary design consultants for Civil, Mechanical, Electrical, Plumbing, Structural engineering and the Landscape Architect for document development.
  - Prepare schematic floor plans, elevations, sections and critical building details showing the relationship of project components for Owner approval.
  - Initiate Building Department and Fire Marshall overview discussion to receive their input regarding design review and necessary documentation.
  - Incorporate revisions as necessary from agency review process.
  - Develop appropriate material selections and interior design concepts for Owner review and approval.
  - Provide one (1) exterior building rendering at the conclusion of Schematic Design.
- F. DESIGN DEVELOPMENT
- Upon the Owner's approval of the Schematic Design deliverable, prepare design documents inclusive of drawings and outline specifications (table of contents) describing in technical detail the construction work to be done: materials, equipment, workmanship and finishes required for work to be done.
  - Coordinate and interface with other consulting disciplines of Mechanical, Electrical and Plumbing, Structural, Civil engineering and Landscape Architecture.
  - Coordinate with Palm Beach County and the selected CM at Risk all requirements for the front end of the specifications pertaining to the conditions of the construction contract including phasing, general conditions, general requirements, schedule, milestones, etc.

- Continue discussions with the Building Department and Fire Marshall to receive their final input regarding design and documentation prior to official permit review.
- Update required permit list as required.
- Conduct periodic progress meetings with the Owner and Design Consultants.
- Provide the final coordinated set for Owner review: 5 full size (24"x36") & 2 half size sets. Provide color boards for Owner review & comment.
- Conduct meeting with Owner to review Owner and End Users comments per the time frames indicated in Section IV Time of Services.
- Upon receipt of written Owner comments, provide a matrix of comment responses.
- Review and provide comment to Owner regarding CM costs estimate.

G. CONSTRUCTION DOCUMENTS

- Upon the Owner's approval of the Design Development deliverable, prepare design documents inclusive of drawings and 3-part technical specifications describing in technical detail the construction work to be done: materials, equipment, workmanship and finishes required for work to be done.
- Coordinate and interface with other consulting disciplines of Mechanical, Electrical and Plumbing, Structural, Civil Engineering (including utilities) and Landscape Architecture.
- Coordinate with Palm Beach County and the CM at Risk all requirements for the front end of the specifications pertaining to the conditions of the construction contract including phasing, general conditions, general requirements, schedule, milestones, etc. Evaluate final CM cost estimate & provide validation to the County.
- Continue discussions with the Building Department and Fire Marshall to receive their final input regarding design and documentation prior to official permit review.
- Update required permit list as required.
- Provide a Monitoring report identifying any part of the project requiring special control during construction.
- Conduct bi-weekly progress meetings with the Owner and Design Consultants.
- Provide the final coordinated set for Owner review. At 95% CD's, provide 5 full size (24"x36") & 2 half size sets. At Permit Submittal, provide 5 full size (24"x36") & 2 half size, 1 full size set to CM & PDF copy to Owner & CM.
- Provide one (1) exterior building rendering at the conclusion of Design Development.
- Conduct meeting with Owner to review Owner and End Users comments per the time frames indicated in section IV Time of Services.
- Upon receipt of written Owner comments, provide a matrix of comment responses.

H. PERMIT, BIDDING AND NEGOTIATION ASSISTANCE

- Assist with permitting & provide permit status updates.
- Review County Front End documents for CM Contract/GMP.
- Assist in the preparation of bid documents
- Respond to Contractor/ Bidder questions and RFI's.
- Issue revised documents required by Addenda items.
- Assist the Owner with review and evaluation of the bids and contractor qualifications when requested.

- Provide a conformed set of documents incorporating all pertinent revisions including Building Department comments, addenda and responses to RFI's.

I. CONSTRUCTION ADMINISTRATION

- Provide responses to Contractor construction RFI's.
- Review and process shop drawings and samples.
- Attend two meetings per month: 1 OAC (Owner/ Architect/Contractor) meeting & 1 Pay-Req. review meeting.
- Conduct bi-weekly site observation visits concurrent with meetings listed in previous bullet point to evaluate construction relative to the intent of the documents. Site Observations per contract with reports issued.
- Review payment applications and certifications.
- Review and provide commentary on Construction Change Proposals and Change Orders for accuracy.
- Issue field bulletins when necessary.
- Punch-list Inspection & re-inspections.
- Review County provided Certificate for Substantial completion. Provide sign-off on final report/letter when punch list items are complete as part of project close out.

IV. **FEES**

**Basic Services** include Architecture, Interior Design (inclusive of interior signage and wayfinding), Structural, Mechanical, and Electrical, Plumbing and Fire Protection services. These are as identified by the State of Florida Division of Management Services which is one of several tools used as a reference to help establish services and fees. Coordination with the "Art in Public Places" Program is included.

**Extended Services** are those which are considered additional services according to the State of Florida DMS. Certain extended services are a requirement of the project in order to procure the necessary approvals and permits needed for construction. We have identified those that are required and those which are optional and at the discretion of the Owner on whether or not they are to be part of the design scope.

Description of Extended Services:

**Survey**

Provided under Phase I (Not a part of this proposal)

**Underground Utilities and Survey Location**

Provided under Phase I (Not a part of this proposal)

**Geotechnical Exploration Services**

Provided under Phase I (Not a part of this proposal)

**Concurrency Reservation Review Application and Approval (not included)**

Concurrency reviews will be provided by others as part of the re-zoning process currently being undertaken by the County.

**Civil Design**

Develop paving, grading, drainage, water, sewer, underground utility drawings, details and specifications for submittal to the appropriate agencies for approval. Prepare applications and packages of various review agencies, track reviews, respond to review comments and procure

required site /civil permits. Provide construction administration. Off-site utilities are not included in this fee proposal.

**Landscape and Irrigation Design**

Prepare landscape and irrigation construction plans for compliance with local code, assist with permitting and bidding and provide construction administration. Design site concepts, layouts, materials and details to include special features and hardscape.

**Site Lighting Design**

Produce site lighting design with photometric analysis for power and controls of selected site lighting. Site Power includes site amenities and site outlets.

**Night Verification**

Field Visit consisting of nighttime verification of Site Lighting Foot-candles.

**Low Voltage Systems Design**

Structured cabling and coordination of specialty systems for selected devices and locations which include the following:

- Voice/ Data Communications in coordination with PBC ISS. PBC ISS will bring Fiber-Optic to the site. Consultant will provide pathway from Property Line to the ISS closet.
- Security Systems in coordination with PBC ESS– Full Design per County Specifications and requirements including Intrusion Alarm, Access Control, CCTV & Audio/Visual Systems.
- Fire Alarm - Full Design per County Specifications.

Note: Owner provided device locations, back boxes and raceways (no cabling) are included in the basic services fee (Voice/Data).

**Exterior Wayfinding and Signage**

Development, detailing and coordination of custom exterior signs and wayfinding identifiers to include zoning code compliance graphics, material, lighting and structural integrity. Basic interior signage for interior spaces is included in the basic service fee. Off-site signage is not included.

**Record Documents**

Provide electronic drawing files (PDF & CAD) and two (2) hardcopy set 24x36 which will accurately reflect contractor provided redline changes to the permit documents during construction.

**Sustainable Design (not included)**

LEED certification or any other sustainable certification process is not included; however, Song + Associates and our consultants are committed to sustainable design which will include common “green” building practices. Sustainable design decisions will be tracked through the typical LEED checklist to record where “green” building design decisions have been implemented. During Construction Administration it will be through the honor system that these products are installed per the typical sustainable requirements.

This fee amount is described as follows:

<b>A. Basic Services</b>	<b>Phase I</b>
1. <b><u>Buildings Only – Workshop, Equipment Storage &amp; Enclosed Vehicle &amp; Equip.</u></b> Storage. Basic Services for Architectural/ Structural / Mechanical/ Electrical/ Plumbing/ Fire Protection. Based on a considerably less than average complexity on an estimated \$2,340,000.00 construction cost (hard cost only). Fee percentage of 6.09% of the estimated construction cost = <b>\$142,506.00</b>	
2. <b><u>Buildings Only – Office &amp; Light Lab.</u></b> Basic Services for Architectural/ Structural / Mechanical/ Electrical/ Plumbing/ Fire Protection. Based on an average complexity on an estimated \$2,140,000.00 construction cost (hard cost only). Fee percentage of 7.47% of the estimated construction cost = <b>\$158,858.00</b>	
3. <u>Song and Associates, Inc.</u>	\$ <b><u>227,254.00</u></b>
4. <u>Jezerinac Group</u>	\$ <b><u>26,600.00</u></b>
5. <u>OCl Consulting Engineers</u>	\$ <b><u>47,510.00</u></b>
6. <b><u>Total Phase I Basic Services</u></b>	<b>\$ <u>301,364.00</u></b>
<b>B. Required Extended Services</b>	
7. Civil Engineering	\$ 49,260.00
8. Landscape Architecture & Irrigation	\$ 20,281.00
9. Subtotal of Sub-consultant fees (items 8 – 13)	\$ <b>69,541.00</b>
10. Architects Sub-Consultant Coord. fee (10%)	\$ 6,954.10
11. Record Documents	\$ 6,500.00
<b>Subtotal (B)</b>	<b>\$ 82,995.10</b>
<b>Subtotal Basic &amp;Extended Services (A + B)</b>	<b>\$ 384,359.10</b>
<b>C. Expenses</b>	
12. Basic and Required Extended Services	\$ 8,500.00
<b>Subtotal (C)</b>	<b>\$ 8,500.00</b>
<b>Grand Total (A + B + C)</b>	<b>\$ <u>392,859.10</u></b>

The above fees are good through October of 2022.

If the project scope or construction cost changes and is approved by the Owner, both parties agree to renegotiate these fees.

All Services will be invoiced monthly based on the percentage of work completed. If deliverables exceed a one month time period, progress sets of the work will be submitted prior to invoicing.

**V. TIME OF SERVICES**

Song and Associates will begin work immediately after receipt of Notice to Proceed. We anticipate **Phase II** Design to take 8 months to Permit Submittal.

**VI. SERVICES EXCLUDED**

Additional services not included in this proposal as optional services identified under Extended Services but offered by this design team for Owner consideration include:

1. Detailed Renderings and Modeling in addition to one (1) exterior building rendering included in the Basic Services.
2. Off-site utility improvements.
3. Cost Estimates. (Review & Response to CM estimates is included)
4. Enhanced Commissioning.
5. Enhanced Interior Design, Signage & Wayfinding inclusive of the following:
  - a. Custom Graphic & Signage Design
  - b. Custom Furniture Design, Specification and Layout
  - c. Specialized Ceiling Design and Treatments
  - d. Interior Illustrations.
6. Furniture Selection, Design and Procurement Assistance.
7. Full DRO Review Process.
8. Off-site Signage

**VII. OWNER RESPONSIBILITIES**


- A. The Client will provide to the Architect pertinent information documents and drawings in Microsoft Word and AutoCAD electronic form (where available).
- B. Pertinent information documents to include:
  1. Fundamental Commissioning by 3<sup>rd</sup> Party (if desired)
  2. Environmental Assessment (if required)
  3. Construction Testing (if needed)
  4. Fire Flow Tests. A/E will coordinate with the Fire-Dept. during the design phase, request the flow tests & provide water flow requirements.
- C. Permit, review and filing fees

**VIII. Expenses**

Expenses (Printing, Copying, Postage...etc.) are included in the proposed fee and shall be in accordance with the terms and conditions of the Palm Beach County Master Agreement and shall not exceed the amount set forth above.

Acceptance of this proposal may be indicated by the signature of the duly authorized official of the client in the space provided below. Returning to us an executed copy of this proposal will indicate agreement between the two parties. S+A will await a contract agreement as prepared by Palm Beach County.

We appreciate this opportunity and look forward to continuing to serve Palm Beach County.  
Sincerely,

  
\_\_\_\_\_  
Jesus J. Novoa, R.A.  
Senior Project Manager

cc: Young Song, S+A; Jo Ann Brent, S+A; Jill Lanigan, S+A; Jorge Luaces, S+A



SONG + ASSOCIATES, INC.  
Hourly Rate Schedule  
2021

Principal	\$ 225.00
Project Executive	\$ 165.00
Project Manager	\$ 130.00
Sr. Designer	\$ 130.00
Construction Administration	\$ 130.00
Job Captain	\$ 115.00
CADD	\$ 90.00
Clerical	\$ 60.00

LIST OF PROPOSED CONTRACTOR/CONSULTANT AND SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

SOLICITATION/PROJECT/BID NAME: PBC Mosquito Control Division Compound Phase II
NAME OF PRIME RESPONDENT/BIDDER: Song + Associates, Inc.
CONTACT PERSON: Jesus J. Novoa
SOLICITATION OPENING/SUBMITTAL DATE: November 20th, 2020

SOLICITATION/PROJECT/BID No.: #2020-18217
ADDRESS: 1545 Centrepark Drive North, West Palm Beach, FL 33401
PHONE NO.: 561-655-2423 E-MAIL: jnovoa@songandassociates.com
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.

Table with columns: Name, Address and Phone Number; (Check all Applicable Categories) Non-SBE, M/WBE, SBE; DOLLAR AMOUNT OR PERCENTAGE OF WORK (Black, Hispanic, Women, Caucasian, Other). Rows include Song + Associates, Inc., Jezerinac Group, Inc., OCI Associates, Inc., Alan Gerwig & Associates, Inc., and Urban Design Studio.

(Please use additional sheets if necessary)
Total Bid Price \$ See page 2
Total SBE - M/WBE Participation See page 2

I hereby certify that the above information is accurate to the best of my knowledge: [Signature] Jill Lanigan, Principal

- 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.

LIST OF PROPOSED CONTRACTOR/CONSULTANT AND SUBCONTRACTOR/SUBCONSULTANT PARTICIPATION

SOLICITATION/PROJECT/BID NAME: PBC Mosquito Control Division Compound Phase II
NAME OF PRIME RESPONDENT/BIDDER: Song + Associates, Inc.
CONTACT PERSON: Jesus J. Novoa
SOLICITATION OPENING/SUBMITTAL DATE: November 20th, 2020

SOLICITATION/PROJECT/BID No.: #2020-18217
ADDRESS: 1545 Centrepark Drive North, West Palm Beach, FL 33401
PHONE NO.: 561-655-2423 E-MAIL: jnovoa@songandassociates.com
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.

Table with columns: Name, Address and Phone Number; (Check all Applicable Categories) Non-SBE, M/WBE, SBE; DOLLAR AMOUNT OR PERCENTAGE OF WORK: Black, Hispanic, Women, Caucasian, Other. Includes entry for Parker-Yannette Design Group, Inc. with a value of \$4,635.00.

I hereby certify that the above information is accurate to the best of my knowledge: [Signature] Jill Lanigan, Principal

- 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. 3. Modification of this form is not permitted and will be rejected upon submittal.

**OEBO LETTER OF INTENT – SCHEDULE 2**

A completed Schedule 2 is a binding document between the Prime Contractor/consultant and a Subcontractor/subconsultant (for any tier) and should be treated as such. The Schedule 2 shall contain bolded language indicating that by signing the Schedule 2, both parties recognize this Schedule as a binding document. All Subcontractors/subconsultants, including any tiered Subcontractors/subconsultants, must properly execute this document. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: PBC # 2020-18714

SOLICITATION/PROJECT NAME: PBC MOSQUITO CONTROL DIVISION COMPOUND

Prime Contractor: SONG & ASSOCIATES, INC. Subcontractor: \_\_\_\_\_

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

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

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

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

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

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	PHASE 2 ARCHITECTURAL SERVICES				\$249,208.10

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: \$249,208.10 (Phase 2)

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

Song + Associates, Inc.  
 Print Name of Prime  
 By: [Signature]  
 Authorized Signature  
JESUS J. NOVOA  
 Print Name  
SR. PROJECT ARCHITECT  
 Title  
 Date: JAN. 27TH, 2022

\_\_\_\_\_  
 Print Name of Subcontractor/subconsultant  
 By: \_\_\_\_\_  
 Authorized Signature  
 \_\_\_\_\_  
 Print Name  
 \_\_\_\_\_  
 Title  
 \_\_\_\_\_  
 Date: \_\_\_\_\_

**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: PBC # 2020-18714

SOLICITATION/PROJECT NAME: PBC MOSQUITO CONTROL DIVISION COMPOUND

Prime Contractor: SONG & ASSOCIATES, INC. Subcontractor: Jezerinac Group, PLLC

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

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 3/8/2018

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

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>
<input checked="" type="checkbox"/> Male <input 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.

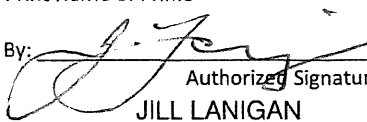
Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	PHASE 2 STRUCTURAL ENGINEERING				\$26,600.00

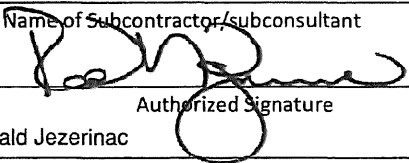
The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$26,600.00 (Phase 2)

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

SONG & ASSOCIATES, INC.  
 Print Name of Prime  
 By:   
 Authorized Signature  
JILL LANIGAN  
 Print Name  
PRINCIPAL  
 Title  
 Date: 01-08-2021

Jezerinac Group, PLLC  
 Print Name of Subcontractor/subconsultant  
 By:   
 Authorized Signature  
Ronald Jezerinac  
 Print Name  
President  
 Title  
 Date: 11/20/2020

**OEBO LETTER OF INTENT – SCHEDULE 2**

A completed Schedule 2 is a binding document between the Prime Contractor/consultant and a Subcontractor/subconsultant (for any tier) and should be treated as such. The Schedule 2 shall contain bolded language indicating that by signing the Schedule 2, both parties recognize this Schedule as a binding document. All Subcontractors/subconsultants, including any tiered Subcontractors/subconsultants, must properly execute this document. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: PBC # 2020-18714

SOLICITATION/PROJECT NAME: PBC MOSQUITO CONTROL DIVISION COMPOUND

Prime Contractor: SONG & ASSOCIATES, INC. Subcontractor: \_\_\_\_\_

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

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

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

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>
<input type="checkbox"/> Male <input 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.

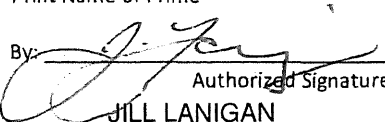
Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	PHASE 2 MEP ENGINEERING				\$47,510.00

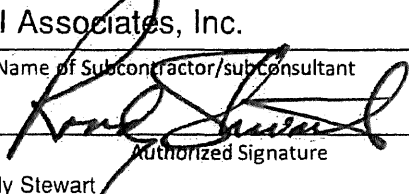
The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$47,510.00 (Phase 2)

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

SONG & ASSOCIATES, INC.  
 Print Name of Prime  
 By:   
 Authorized Signature  
JILL LANIGAN  
 Print Name  
PRINCIPAL  
 Title  
 Date: 01-08-2021

OCI Associates, Inc.  
 Print Name of Subcontractor/subconsultant  
 By:   
 Authorized Signature  
Randy Stewart  
 Print Name  
Principal  
 Title  
 Date: 11/20/2020

**OEBO LETTER OF INTENT – SCHEDULE 2**

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SOLICITATION/PROJECT NUMBER: PBC # 2020-18714

SOLICITATION/PROJECT NAME: PBC MOSQUITO CONTROL DIVISION COMPOUND

Prime Contractor: SONG & ASSOCIATES, INC. Subcontractor: Alan Gerwig & Associates, Inc.

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

SBE  WBE  MBE  M/WBE  Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 12/28/2018

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

<u>Column 1</u>	<u>Column 2</u>	<u>Column 3</u>
<input checked="" type="checkbox"/> Male <input 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	PHASE 2 CIVIL ENGINEERING				\$49,260.00

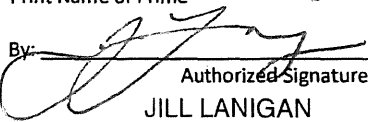
The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$49,260.00 (Phase 2)

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

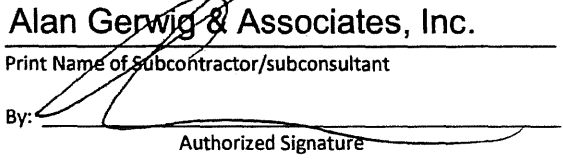
**Song + Associates, Inc.**  
 \_\_\_\_\_  
 Print Name of Prime

By:   
 \_\_\_\_\_  
 Authorized Signature  
**JILL LANIGAN**  
 \_\_\_\_\_  
 Print Name

**PRINCIPAL**  
 \_\_\_\_\_  
 Title

Date: 01-08-2021  
 \_\_\_\_\_

**Alan Gerwig & Associates, Inc.**  
 \_\_\_\_\_  
 Print Name of Subcontractor/subconsultant

By:   
 \_\_\_\_\_  
 Authorized Signature  
**Alan Gerwig, P.E.**  
 \_\_\_\_\_  
 Print Name

**President**  
 \_\_\_\_\_  
 Title

Date: 11/24/2020  
 \_\_\_\_\_

**OEBO LETTER OF INTENT – SCHEDULE 2**

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SOLICITATION/PROJECT NUMBER: \_\_\_\_\_

SOLICITATION/PROJECT NAME: PBC Mosquito Control Facility

Prime Contractor: Song + Associates Subcontractor: Urban Design Studio

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

SBE  WBE  MBE  M/WBE  Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 3/12/20 - 3/11/23

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

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>
<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<input 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	PHASE 2 LANDSCAPING DESIGN				\$20,281.00

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: \$15,646.00 (PHASE 2)

**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.**

Parker-Yannette Design Group

Price or Percentage: \$4,635.00 (PHASE 2)

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

Song + Associates

Print Name of Prime

By: 

Authorized Signature

JILL LANIGAN

Print Name

PRINCIPAL

Title

Date: 01-08-2021

Urban Design Studio

Print Name of Subconsultant

By: 

Signature

Kenneth G. Tuma

Print Name

Managing Principal

Title

Date: 11/16/20



**OEBO LETTER OF INTENT – SCHEDULE 2**

A completed Schedule 2 is a binding document between the Prime Contractor/consultant and a Subcontractor/subconsultant (for any tier) and should be treated as such. The Schedule 2 shall contain bolded language indicating that by signing the Schedule 2, both parties recognize this Schedule as a binding document. All Subcontractors/subconsultants, including any tiered Subcontractors/subconsultants, must properly execute this document. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: \_\_\_\_\_

SOLICITATION/PROJECT NAME: PBC Mosquito Control Facility

Prime Contractor: Song + Associates Subcontractor: \_\_\_\_\_

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

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

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

<b>Column 1</b>	<b>Column 2</b>	<b>Column 3</b>
<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> African-American/Black <input type="checkbox"/> Asian American <input type="checkbox"/> Hispanic American <input type="checkbox"/> Native American	<input type="checkbox"/> Caucasian 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	Irrigation Design - Phase 2				\$4,635.00

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: \$4,635.00 (Phase 2)

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

**Urban Design Studio**  
 Print Name of Prime  
 By: \_\_\_\_\_  
 Authorized Signature  
**Kenneth G. Tuma**  
 Print Name  
**Managing Principal**  
 Title  
 Date: 11/16/20

**Parker-Yannette Design Group, Inc.**  
 Print Name of Subcontractor/subconsultant  
 By: \_\_\_\_\_  
 Authorized Signature  
**Chuck Yannette**  
 Print Name  
**Principal**  
 Title  
 Date: 11/16/20

**CSA History**

Project Name:		MOSQUITO CONTROL DIVISION COMPOUND				Project Manager:		RICHARD AVERY	
Project Number:		18217				Contract Amount:		\$355,288.10	
Consultant:		Song + Associates, Inc.				SBE Goal:		20.0%	
Contract Date:		9-Feb-21				SBE Goal:		20.0%	
Resolution Number:		R2021-0235		Total		762,337.20		276,142.00	
						36.22%			
CSA#	CSA Amount	SBE Amount	Requested By	Request Date	Services	Approved	Appr'd By	SBE %	
Orig.	355,288.10	171,736.00			ORIGINAL CONTRACT	9-Feb-21	BCC	48.34%	
1	14,190.00	12,900.00	Rich Avery	10-Jan-2021	Civil Design Services for Phase 1 Design, Permitting & Construction	25-Jan-22	DIR	90.91%	
2	392,859.10	91,506.00	Rich Avery	24-Jan-2021	Administration for Phase II			23.29%	
								#DIV/0!	
Total	762,337.20	276,142.00						36.22%	

**ATTACHMENT E**  
**CONFLICT OF INTEREST DISCLOSURE FORM**  
(Must be completed by Proposer and any subconsultants and returned with proposal)

**PALM BEACH COUNTY CONFLICT OF INTEREST DISCLOSURE FORM**

CONSULTANT/SUBCONSULTANT represents that it presently has no interest, either direct or indirect, which would or could conflict in any manner with the performance of services for the County, except as follows:

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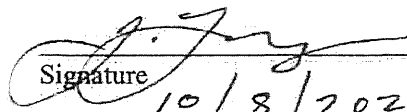
(Attach additional sheets as needed.)

CONSULTANT/SUBCONSULTANT further represents that no person having any interest shall be employed for said performance. By signing below, CONSULTANT/SUBCONSULTANT certifies that the information contained herein is true and correct and constitutes all current potential conflicts of interest which may influence or appear to influence CONSULTANT/SUBCONSULTANT'S judgment or quality of services being provided to the County.

CONSULTANT/SUBCONSULTANT shall promptly notify the COUNTY in writing by certified mail of all potential conflicts of interest that may arise in the future through any prospective business association, interest or other circumstance which may influence or appear to influence CONSULTANT/SUBCONSULTANT'S judgment or quality of services being provided to the County. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that CONSULTANT/SUBCONSULTANT may undertake and request an opinion of the COUNTY as to whether the association, interest or circumstance would, in the opinion of the COUNTY, constitute an unacceptable conflict of interest if entered into by the CONSULTANT/SUBCONSULTANT.

If, in the sole opinion of the COUNTY, the prospective business association, interest or circumstance of CONSULTANT/SUBCONSULTANT would constitute an unacceptable conflict of interest to the COUNTY, the COUNTY shall so state in the notification and the CONSULTANT/SUBCONSULTANT shall not enter into said association, interest or circumstance.

This DISCLOSURE is submitted by (Name of Individual:) Jill Lanigan, as (Title/Position:) Principal of (Name of Firm:) Song + Associates, Inc. who hereby certifies that any misrepresentation by the CONSULTANT/SUBCONSULTANT on this Disclosure is considered an unethical business practice and is grounds for sanctions against future County business with the CONSULTANT/SUBCONSULTANT.

  
Signature \_\_\_\_\_  
Date 10/8/2020

**ATTACHMENT E**  
**CONFLICT OF INTEREST DISCLOSURE FORM**  
**(Must be completed by Proposer and any subconsultants and returned with proposal)**

**PALM BEACH COUNTY CONFLICT OF INTEREST DISCLOSURE FORM**

CONSULTANT/SUBCONSULTANT represents that it presently has no interest, either direct or indirect, which would or could conflict in any manner with the performance of services for the County, except as follows:

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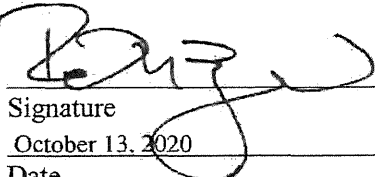
(Attach additional sheets as needed.)

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This DISCLOSURE is submitted by (Name of Individual:) Ronald Jezerinac, as (Title/Position:) President of (Name of Firm:) Jezerinac Group, PLLC who hereby certifies that any misrepresentation by the CONSULTANT/SUBCONSULTANT on this Disclosure is considered an unethical business practice and is grounds for sanctions against future County business with the CONSULTANT/SUBCONSULTANT.

  
\_\_\_\_\_  
Signature  
October 13, 2020  
\_\_\_\_\_  
Date

**ATTACHMENT E**  
**CONFLICT OF INTEREST DISCLOSURE FORM**  
(Must be completed by Proposer and any subconsultants and returned with proposal)

**PALM BEACH COUNTY CONFLICT OF INTEREST DISCLOSURE FORM**

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----- N/A -----  
\_\_\_\_\_  
\_\_\_\_\_

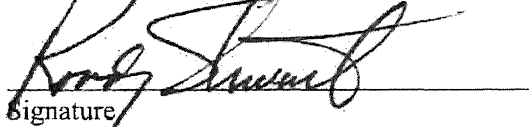
(Attach additional sheets as needed.)

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This DISCLOSURE is submitted by (Name of Individual:) Randy Stewart, as (Title/Position:) Principal of (Name of Firm:) OCI Associates, Inc. who hereby certifies that any misrepresentation by the CONSULTANT/SUBCONSULTANT on this Disclosure is considered an unethical business practice and is grounds for sanctions against future County business with the CONSULTANT/SUBCONSULTANT.

  
\_\_\_\_\_  
Signature

9 October 2020  
\_\_\_\_\_  
Date

**ATTACHMENT E  
CONFLICT OF INTEREST DISCLOSURE FORM  
(Must be completed by Proposer and any subconsultants and returned with proposal)**

**PALM BEACH COUNTY CONFLICT OF INTEREST DISCLOSURE FORM**

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See Attached.

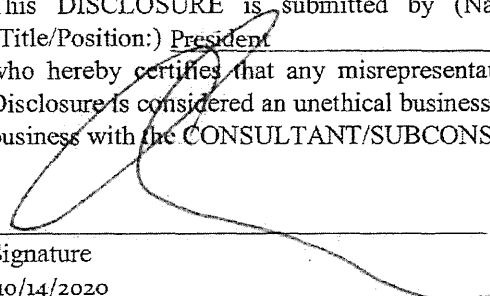
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This DISCLOSURE is submitted by (Name of Individual:) Alan Gerwig, as (Title/Position:) President of (Name of Firm:) Alan Gerwig & Associates, Inc. who hereby certifies that any misrepresentation by the CONSULTANT/SUBCONSULTANT on this Disclosure is considered an unethical business practice and is grounds for sanctions against future County business with the CONSULTANT/SUBCONSULTANT.

  
Signature

10/14/2020

Date

## Conflict of Interest Disclosure Form Attachment

1. Anne Gerwig is owner of 1% of the company of Alan Gerwig & Associates, Inc. and is serving as Mayor of Wellington. The plain language of the code requires abstention when a vote would result in a special financial benefit. The issue of the special financial benefit turns on whether that financial benefit is shared with similarly situated members of the general public. While Palm Beach County is a customer or client of Mayor Gerwig's outside business, voting on matters unrelated to her outside business but benefitting the County would not result in a special financial benefit to her public customer or client, as a government entity represents all residents within its political boundaries. In the event any item would come before her that would offer a special financial benefit to her or her business relating to this contract she would be required to recuse herself from that item thereby removing any conflict of interest for herself, AGA or Palm Beach County. (For reference see Palm Beach County Commission on Ethics RQO 11-92)

Anne Gerwig also serves on the Citizens Advisory Committee on Health and Human Services (a board authorized by the Board of County Commissioners) as a Palm Beach County League of Cities representative, and the Homeless Advisory Board, also authorized.

**ATTACHMENT E  
CONFLICT OF INTEREST DISCLOSURE FORM  
(Must be completed by Proposer and any subconsultants and returned with proposal)**

**PALM BEACH COUNTY CONFLICT OF INTEREST DISCLOSURE FORM**

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None.

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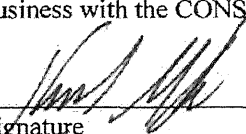
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This DISCLOSURE is submitted by (Name of Individual:) Kenneth G. Tuma, as  
(Title/Position:) Managing Principal of (Name of Firm:) Urban Design Studio  
who hereby certifies that any misrepresentation by the CONSULTANT/SUBCONSULTANT on this Disclosure is considered an unethical business practice and is grounds for sanctions against future County business with the CONSULTANT/SUBCONSULTANT.

  
\_\_\_\_\_  
Signature

10-6-2020  
\_\_\_\_\_  
Date



**ATTACHMENT E**  
**CONFLICT OF INTEREST DISCLOSURE FORM**  
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**PALM BEACH COUNTY CONFLICT OF INTEREST DISCLOSURE FORM**

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NONE

(Attach additional sheets as needed.)

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This DISCLOSURE is submitted by (Name of Individual:) CHARLES L. YANNETTE as (Title/Position:) PRESIDENT of (Name of Firm:) PARLORE-YANNETTE DESIGN GROUP, INC. who hereby certifies that any misrepresentation by the CONSULTANT/SUBCONSULTANT on this Disclosure is considered an unethical business practice and is grounds for sanctions against future County business with the CONSULTANT/SUBCONSULTANT.

Signature

Date

1.10.21

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PALM BEACH COUNTY CONFLICT OF INTEREST DISCLOSURE FORM

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See Attached.

(Attach additional sheets as needed.)

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This DISCLOSURE is submitted by (Name of Individual:) Alan Gerwig, as (Title/Position:) President of (Name of Firm:) Alan Gerwig & Associates, Inc. who hereby certifies that any misrepresentation by the CONSULTANT/SUBCONSULTANT on this Disclosure is considered an unethical business practice and is grounds for sanctions against future County business with the CONSULTANT/SUBCONSULTANT.

Signature

10/14/2020

Date

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