





CONSULTANT SERVICES AUTHORIZATION NO. 10  
Palm Beach County Water Utilities Department  
Contract for Consulting/Professional Services  
*General Utility, Architectural and Value Engineering Services*  
Resolution No. R2020-1891 Contract Dated 12/15/2020

**Project Title:** Lift Station Rehabilitation Priority Work Phase 2

**PBCWUD Project No.:** 22-001

**Consultant:** Chen Moore and Associates, Inc.

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

**Budget Line Item No.:** 4011-721-W031- 6546

**District No.:** 1,2,3,4,5, and 6

This Consultant Services Authorization provides for: the development of a tabulated summary of needed improvements to each lift station including engineering drawings and technical specifications based on the current continuing construction contracts, and permitting services for the rehabilitation and refurbishment of fourteen (14) lift stations identified by Palm Beach County Water Utilities Department (PBCWUD). Improvements may be limited to addressing existing deficiencies or full rehabilitation. Stations that require a full rehabilitation will be brought up to PBCWUD's Minimum Design & Construction Standards, where feasible. The improvements will not include wetwell replacements.

(See **ATTACHMENT A** for detailed scope of services)

The Contract provides for 27.00% SBE participation, which includes 17.00% MBE, and participation, 17.00% MBE (B). This Consultant Services Authorization includes 30.96% overall participation which includes, 30.96% MBE participation, and 30.96% MBE (B). The cumulative SBE participation, including this Consultant Services Authorization is 29.05%, which includes 15.38% MBE participation, 15.38% MBE (B).

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 \$ 351,981.16

B. Fixed price of \$ 0.00

C. Total \$ 351,981.16

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.

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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 12/15/2020 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.

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PBCWUD Project No.: 22-001

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: \_\_\_\_\_

*GAM*

Signed: \_\_\_\_\_

Robert S. Weinroth, Mayor

*A13*

Typed Name: \_\_\_\_\_

Deputy Clerk

\_\_\_\_\_  
(Date)

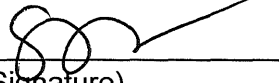
Approved as to Form and Legal  
Sufficiency

Chen Moore and Associates, Inc.  
(Consultant)

Signed: \_\_\_\_\_

Suzanne Dombrowski, P.E., ENV SP  
(Print Name)

Typed Name: Michael W. Jones  
County Attorney

  
(Signature)

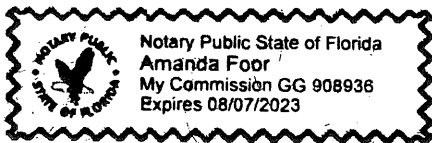
Senior Engineer  
(Title)

01/26/2022  
(Date)

STATE OF FLORIDA  
COUNTY OF Palm Beach

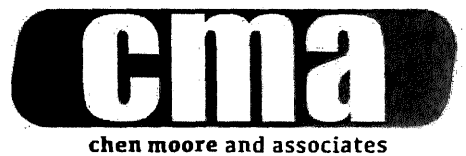
The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization,  
this 26<sup>th</sup> day of January, 2022 by Suzanne Dombrowski who is  personally  
known to me or  has produced \_\_\_\_\_ as identification.

  
(Signature of Notary Public - State of Florida)



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

500 S. Australian Ave., Suite 850  
West Palm Beach, FL 33401  
Office: +1 (561) 746-6900



April 30, 2021

SENT VIA E-MAIL ([kbernsten@pbcwater.com](mailto:kbernsten@pbcwater.com))

Mrs. Krystin Bernsten, P.E., PMP  
Deputy Director  
**Palm Beach County Water Utilities Department**  
8100 Forest Hill Boulevard  
West Palm Beach, FL 33416

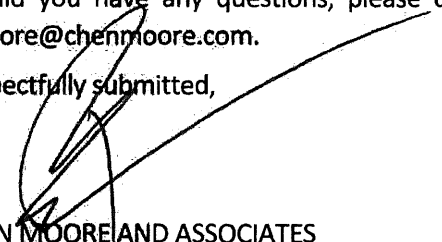
Re: Request for Addition of Signature Authority  
Contract # WUD 19-077R

Dear Mrs. Bernsten,

With this letter I am allowing Suzanne Dombrowski, Senior Engineer, to have signature authority on behalf of Chen Moore and Associates, Inc. for letters, forms, contracts and other related documents under Contract WUD-19-077R, Consulting/Professional Services General Utility, Architectural and Value Engineering Services.

Should you have any questions, please do not hesitate to contact me at (561) 746-6900, ext.1002 or [pmoore@chenmoore.com](mailto:pmoore@chenmoore.com).

Respectfully submitted,



CHEN MOORE AND ASSOCIATES  
Peter Moore, P.E., F.ASCE, ENV SP, LEED AP, President

Cc: Suzanne Dombrowski, P.E., ENV SP, Senior Engineer, Chen Moore and Associates, Inc.

[chenmoore.com](http://chenmoore.com)

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**LIST OF ATTACHMENTS**

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

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# ATTACHMENT A

## SCOPE OF SERVICES

PBCWUD Project No.: 22-001

Project Title: Lift Station Rehabilitation Priority Work Phase 2

### INTRODUCTION

This Consultant Services Authorization (CSA) provides for: the development of a tabulated summary of needed improvements to each lift station including: engineering drawings, and technical specifications based on the current continuing construction contracts, and permitting services for the rehabilitation and refurbishment of fourteen (14) lift stations identified by Palm Beach County Water Utilities Department (PBCWUD). Improvements required vary per lift station. Improvements may be limited to addressing existing deficiencies or full station rehabilitation. For stations that require a full rehabilitation, the station will be brought up to PBCWUD's Minimum Design & Construction Standards, where feasible. The improvements will not include wetwell replacements. Engineering services during construction are not included but may be added in a future CSA.

### BACKGROUND

PBCWUD owns, operates, and maintains over 1,000 lift stations as part of the wastewater collection system located in six (6) Lift Station Zones throughout the County.

PBCWUD has identified the following fourteen (14) lift stations that need improvements, which may require partial or full rehabilitation. The rehabilitations are intended to be performed under PBCWUD's Lift Station Rehabilitation Continuing Construction Contract:

Zone 1

(1) LS0106

Zone 2

(2) LS0232

(3) LS0265

Zone 3

(4) LS0313

(5) LS0321

(6) LS0335

(7) LS0340

(8) LS1098

Zone 4

(9) LS0972

(10) LS0986

(11) LS1071

Zone 5

(12) LS4200

Zone 6

(13) LS8108

(14) LS8201

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PBCWUD has requested the services of Chen Moore and Associates, Inc. (CONSULTANT) to perform surveying, geotechnical engineering, engineering design, permitting, and bidding services for the rehabilitations. Additional engineering services during construction and design services for additional lift station rehabilitations may be requested in future CSAs.

CONSULTANT shall perform:

### **Task 1 – Lift Station Review**

Under this task, CONSULTANT will perform the following preliminary activities prior to commencing design for any of the lift station rehabilitation work:

- 1.1 Site Visits and Assessment of Deficiencies: The CONSULTANT will visit each lift station with PBCWUD staff knowledgeable in the operation, maintenance, and condition of the lift stations. The CONSULTANT, with the assistance of PBCWUD staff, will identify a specific list of deficiencies and develop a detailed preliminary summary table of improvements required to rehabilitate the stations and meet PBCWUD's Minimum Design & Construction Standards, where feasible. A general list of components to be reviewed and discussed for rehabilitation include wetwell, valve vault, piping, fittings, valves, base elbows, base plates, guide rails, non-clog submersible pumps, corrosion barrier system, by-pass connection, water service, and backflow preventer, top slab, hatches, control panel, remote telemetry unit (RTU), automatic transfer switch (ATS), and instrumentation. CONSULTANT shall also review and discuss with PBCWUD staff needed improvements to the lift station's terminal manhole(s) and terminal pipe(s) including the corrosion barrier system. At PBCWUD's request, CONSULTANT shall review available video logs of the terminal manhole(s) and terminal pipe(s). Top slab of the wetwells and maintenance slabs will be evaluated with respect to the flood elevation. It is understood that they can remain at the same elevation or increase in elevation but may not be lowered without approval from PBCWUD.
- 1.2 Conduct Drawdown Tests: During the site visit to the lift station, the CONSULTANT shall assist PBCWUD staff to perform and record wetwell drawdown tests. Drawdown tests will be conducted a minimum of two (2) times per pump, where possible.
- 1.3 Preliminary Design and Meeting: Once the site visits have been completed and the summary table developed, CONSULTANT will attend one (1) preliminary design meeting to discuss the recommendations and finalize with PBCWUD staff the proposed summary table for each station before proceeding with the design. The CONSULTANT will prepare a presentation for the preliminary design meetings. Major scope additions to the existing lift station equipment that are requested by PBCWUD staff must be approved by the PBCWUD Project Manager.
- 1.4 Data Collection and Review: CONSULTANT shall review available as-built record drawing information for each of the fourteen (14) lift stations. These drawings will be used to assist in preparing each of the site plans for the lift stations to be rehabilitated, particularly those features that were not included in the survey. CONSULTANT will assist PBCWUD with obtaining copies of the available as-built drawings by reviewing Geographic Information System (GIS) records and requesting specific record drawings from PBCWUD.
- 1.5 Pumping Capacity Evaluation: CONSULTANT shall coordinate with PBCWUD staff to obtain pressure data, flow data, pump run times, and other information required for evaluation of the required pumping capacity of the lift stations for determination if larger or smaller pumps will be required. CONSULTANT will include in the design necessary improvements to address identified pump capacity issues.

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- 1.6 Develop System and Proposed Pump Curves: CONSULTANT shall use the pressure data to create a low-pressure system curve and a high-pressure system curve. The low and high-pressure system curves shall be plotted together with the selected pump curves from each of PBCWUD pre-approved pump manufacturers.

**Task 1 Deliverables:**

1. Summary of final summary of recommendations table for each lift station: Letter sized - Electronic Portable Document Format (PDF).
2. Preliminary Design Meeting PowerPoint: Letter sized - PDF.
3. Meeting Agendas: Letter sized – PDF.
4. Meeting Summaries: Letter sized – PDF.

**Task 1 - Assumptions:**

1. Operations and maintenance (O&M) staff will help identify any stations that may have issues with equipment sizing. O&M staff will assist with performing all wetwell drawdown and pressure tests needed for any of the fourteen (14) lift stations. Drawdown tests will not exceed a total of two (2) hours per lift station, including travel time.
2. PBCWUD shall identify the minimum and maximum anticipated connection pressure for each lift station and the pressure location/elevation in the system. One (1) week of pressure logger data will be provided for each lift station by O&M. The pressure logger data will be provided by PBCWUD within four (4) weeks of the Notice to Proceed.
3. PBCWUD shall provide available record drawings for the fourteen (14) lift stations identified for rehabilitation.
4. PBCWUD to provide a list of future and ongoing projects within the vicinity of the proposed improvements.
5. Lift Station (LS) 0106, LS0986, LS8108, and LS1098 have all been identified for full rehabilitation or near full rehabilitation.
6. LS4200, LS8201 have been identified for, at a minimum, electrical upgrades including electrical panels, and RTUs.
7. LS0972, LS0313, and LS4200 are to receive new ATS on the control panel rack.
8. LS0265, LS0335, LS0340, LS0972, and LS1071 have all been identified for, at a minimum, mechanical piping replacement.
9. LS0321 has been identified for, at a minimum, civil site improvements that may include raising slab or new maintenance slab, retaining wall, and meshing to keep out iguanas and to receive new ATS on the control panel rack.
10. LS0232 has been identified for, at a minimum, civil site improvements that may include raising slab or new maintenance slab, retaining wall, and meshing to keep out iguanas.

**Task 2 – Utility Locates**

- 2.1. Utility Designates: Under this task, the CONSULTANT shall call in a Sunshine One-Call Design Ticket and contact utility companies/agencies listed on the design ticket that may have underground or aboveground service lines, utilities, easements, or structures within or adjacent to the project limits. CONSULTANT will request location, alignment, size, diameter, material, and depth of cover of existing facilities in order to avoid conflicts with proposed improvements. If record drawings are not available, CONSULTANT will request the utility/agency mark the best available information on a plan view sheet and provide the available information. If the company/agency has no existing utilities in the area, CONSULTANT will request that the company/agency such as AT&T, Comcast confirm such by stating that there are no utilities in the area. If existing utility information is not available, CONSULTANT will perform horizontal locations of existing detectable utility mains using

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electromagnetic (EM) and ground-penetrating radar (GPR) techniques, mark selected targets on the ground surface as necessary, and review onsite discoveries with onsite personnel/surveyors, where applicable.

Utility Excavations: CONSULTANT will provide services to conduct excavations – up to two (2) hard and one (1) soft digs per lift station site – to obtain depth, diameter, and material of the force main and utilities located around the force main.

**Task 2 Deliverables:**

1. Report provided by CONSULTANT indicating findings of utility locates performed: One (1) set Letter-sized - PDF.

**Task 2 Assumptions:**

1. Fourteen (14) lift stations will require utility locating services to be performed concurrently with the survey.
2. CONSULTANT will provide services to conduct excavations for up to three (3) locations per lift station.
3. Test holes will be on County property or within County easements, and thus, permits are not scoped for the utility locates.

**Task 3 – Survey**

- 3.1 Topographic Surveys: Under this task, CONSULTANT shall perform topographic surveys of the lift stations, depicting the horizontal and vertical location of facilities at the lift station sites such as wetwell and inverts, valve vault, piping, control panels, fence perimeter, etc. The following will be included as part of the survey efforts for this project:
  - a. Obtain horizontal and vertical control for this Project using information published by the Palm Beach County Engineering and Public Works Department – Roadway Production Division, Land Survey Section utilizing State Plane Coordinates for horizontal control and the North American Vertical Datum of 1988 (NAVD 88) for vertical control.
  - b. Location of visible fixed improvements within the lift station site, depicting the horizontal and vertical location of facilities such as wetwell and inverts, valve vault, piping, control panels, fences, power poles, buildings, etc.
  - c. Location of above-ground existing utilities: Florida Power & Light Company (FPL), AT&T, cable television, natural gas, potable water (valves, fire hydrants, and meters), force mains (valves), sanitary sewer, reclaimed water mains (valves), storm sewers, including information on invert elevations, pipe size, type and direction for storm and sanitary infrastructure.
  - d. Provide and reference two (2) site benchmarks. Elevations to be referenced to an existing established City or County benchmark.
  - e. Locate marked utilities marked in the field with paint or flags and incorporate them into the survey file.
  - f. Locate soft/hard digs and geotechnical borings and incorporate them into the survey file.
- 3.2 Easement Acquisition Support: CONSULTANT shall review available easement information, make recommendations for necessary easement acquisitions, and provide supporting documentation to assist in public outreach efforts by the PBCWUD. CONSULTANT shall include the following as part of efforts related to easements:
  - a. Review easement information in the form of plats and title searches provided by PBCWUD and compare easement boundaries to topographic surveys. CONSULTANT shall include existing easement boundaries in topographic survey.

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- b. CONSULTANT shall make recommendations for recording new easements and/or adjusting existing easements.
  - c. Provide conceptual GIS figures including existing easement boundaries, boundaries of any portion of the proposed lift station site that may not lie within an existing easement or right-of-way, and dimensions.
- 3.3 Sketch and Legal Descriptions: Upon request by PBCWUD, CONSULTANT shall provide sketch and legal descriptions by referencing plats, road rights-of-way, and utilizing metes and bounds easement descriptions as necessary.

**Task 3 Deliverables:**

1. An electronically signed and sealed PDF file of topographic survey drawings: 22"x34".
2. List of recommendations for recording new easement and/or adjusting existing easements – PDF.
3. Per easement acquisition:
  - a) Conceptual GIS figures: Two (2) sets, Letter-sized – PDF.
  - b) Sketch and legal descriptions: Two (2) sets signed and sealed, Letter-sized – PDF.

**Task 3 Assumptions:**

1. Up to seven (7) easement acquisitions will be needed.
2. PBCWUD will acquire easements with their own public outreach consultant.
3. No appraisals, title searches, or boundary surveys will be required of the existing lift stations. Boundary surveys may be part of the sketch and legal descriptions.
4. Easements that are recommended will be acquired by PBCWUD within the design schedule.

**Task 4 – Geotechnical Services**

- 4.1 Geotechnical Investigations for Lift Stations with Existing Wetwell to Remain: The CONSULTANT shall perform subsurface explorations and geotechnical studies to obtain subsurface soil information necessary for the proper design of a new lift station control panel support structure and site work. The work includes one (1) standard penetration test (SPT) to a depth of ten (10) feet for lift stations with existing wetwell to remain. The list of proposed borings will be sent to the PBCWUD Project Manager for approval. The borings will be performed in general accordance with procedures recommended in the American Society for Testing and Materials (ASTM) D-1586, using a truck-mounted drilling rig. A geotechnical report with a site plan showing the locations of the borings, logs of the exploratory borings, results from SPT samples, identification of organic, and anticipated groundwater levels will be made available to potential bidders for informational purposes only.
- 4.2 Additional Geotechnical Investigations for Lift Stations in Zone 6 (Pahokee): Lift stations in Zone 6 typically have muck soils to a depth of about five (5) feet. A limited number of lift stations in Zone 6 located in northern Zone 6 (Pahokee) may potentially have deeper muck soils that require additional geotechnical analysis. For these stations, the work includes one (1) standard penetration test to a depth of thirty (30) feet.

**Task 4 Deliverables:**

1. Signed and sealed geotechnical report: Two (2) sets Letter-sized - PDF.

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**Task 4 Assumptions:**

1. A total of eleven (11) stations will require geotechnical investigation.
2. One (1) lift station in Zone 6 (Pahokee) will need additional geotechnical investigation.
3. Soil borings will be on County property or within County easements and thus permits are not scoped to be obtained to complete the geotechnical. Including but not limited to a Palm Beach County Engineering and Public Works – Land Development Division Permit.

**Task 5 – Design**

The CONSULTANT shall provide engineering services consisting of preparation of drawings and specifications depicting the proposed lift station rehabilitation work suitable for public bidding and construction of the work.

This bid package of fourteen (14) lift stations is anticipated to have approximately fifty-six (56) engineering drawings that will be required. The drawings will be organized by lift station zones and will include:

- Cover Sheet
- Sheet Index
- Seven (7) Location Map Sheets
- Legend Sheet
- General Notes Sheet
- Boring Logs
- Fourteen (14) Lift Station Existing Site Plan and Demolition Plan Sheets
- Fourteen (14) Lift Station Proposed Site Plan, Site Grading and Restoration Sheets
- Fourteen (14) Proposed Electrical Plan and Single Line Diagram Sheets
- Up to five (5) PBCWUD standard detail sheets supplemented by up to five (5) additional Civil and Electrical Detail Sheets as necessary

The drawings will include PBCWUD's standard details and will be supplemented with the CONSULTANT's standard details. The PBCWUD's Minimum Design & Construction Standards will be the basis of the specifications as applicable to the project continuing construction contract.

- 5.1 60% Design Submittal: The CONSULTANT shall prepare plans (all legible including detail sheets) for review and comment by PBCWUD at the 60% complete stage. The submittal will also include a draft outline of the specifications table of contents and an Engineer's Opinion of Probable Construction Costs (EOPCC) will be provided.

During the 60% design review, the CONSULTANT shall visit each site with PBCWUD staff to assess constructability of proposed improvements.

- 5.2 90% Design Submittal: The CONSULTANT shall prepare plans for review and comment by PBCWUD at the 90% complete stage. The submittal shall address PBCWUD's comments on the 60% submittal, and an EOPCC shall be provided.

- 5.3 Bid Submittal: The CONSULTANT shall prepare bid documents incorporating permitting comments available at time of bidding submittal development, and an EOPCC will be provided.

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- 5.4 Fall Protection Pilot: The CONSULTANT shall design additional fall protection improvements at six (6) lift stations at locations specified by PBCWUD staff. Three (3) locations shall receive removable safety guardrails around the wetwell with embedded anchors so as to avoid tripping hazards when the guardrails are removed. The embedded anchor posts should have caps or plugs to avoid trip hazards when guardrails are not in use. Three (3) locations shall receive fixed anchor posts with masts designed for a personal fall arrest system with a harness and self-retracting lifeline. CONSULTANT shall design improvements with sufficient structural anchoring to support the recommended weight specifications of the fall protection system.

**Task 5 Deliverables:**

1. 60% submittal package: one (1) digital PDF plan set, two (2) full-size (22" x 34") plan sets and five (5) half-size (11" x 17") plan sets; one (1) digital PDF of the plans, one (1) digital copy of technical specification table of contents and one (1) digital PDF letter-size EOPCC.
2. 90% Submittal package: one (1) electronic PDF file of the 90% submittal package: one (1) digital PDF set, two (2) full-size (22" x 34") sets and five (5) half-size (11" x 17") set of plans; one (1) digital PDF of the plans, one (1) set of technical specifications and one (1) digital PDF letter-size EOPCC.
3. Bid Submittal Package: The CONSULTANT shall provide AutoCAD files of the drawings. The CONSULTANT shall also provide an electronically signed and sealed PDF file of the bid submittal drawings and one (1) digital PDF letter-size EOPCC. The CONSULTANT shall provide PBCWUD with four (4) full-size (22" x 34") sets of plans, two (2) half-size (11" x 17") sets of plans and one (1) signed and sealed digital PDF set of plans.

**Task 5 Assumptions:**

1. No structural design is included in this Task.
2. Updating of Record Drawings is not included in this Task.
3. Seven (7) lift stations are assumed to receive a new FPL electrical service and two (2) are assumed to require a new ATS at the control panel to be included as part of the electrical design.
4. Five (5) lift stations are expected to have a water service line smaller than 1.5 inches and are assumed to require a new water service including a new tap. Existing water mains/services are anticipated to be located adjacent to the lift station easement (same side of the road).
5. CONSULTANT will use its best knowledge and efforts in good faith to prepare an EOPCC, but CONSULTANT has no control or responsibility for the cost of materials or labor for the Construction Contractor, or of market conditions, or over the Construction Contractor's means, methods, sequences, scheduling, and techniques of construction, and thus cannot be responsible for any deviations and differences, however significant, of the construction bids of the Construction Contractors from the CONSULTANT's EOPCC.
6. Generator receptacle sizing for the portable generator hookup should be coordinated with PBCWUD staff on a case-by-case basis.

**Task 6 – Permitting**

- 6.1 Right-of-Way (ROW) Permits: CONSULTANT shall prepare and submit permit applications as required by the governing regulatory agencies. CONSULTANT will coordinate with the permitting agencies during the review process on a regular basis in an effort to keep the project on schedule and respond to their review comments and any

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Requests for Information (RFIs). CONSULTANT shall coordinate design with Palm Beach County Department of Airports and address any comments.

- 6.2 Building Department Drawings: CONSULTANT shall provide signed and sealed drawing packages for PBCWUD's Contractor to obtain building department permits or electronically signed and sealed drawings as acceptable to the building department.

**Task 6 Deliverables:**

1. Electronic PDF files of the draft and final permit applications.
2. Up to two (2) full-sized signed and sealed sets of plans are required for permit application submittal packages.
3. Permit tracking spreadsheet indicating permit application submission, any RFIs, and permit approval dates.

**Task 6 Assumptions:**

1. Six (6) lift stations shall require Palm Beach County right-of-way permits.
2. Five (5) lift stations shall require a right-of-way or other permit from a local agency (City, Town, etc.). If permits from the municipalities are required, a pre-submittal meeting should be requested with PBCWUD staff.
3. One (1) lift station shall require approval by Palm Beach County Department of Airports.
4. One (1) lift station shall require permitting from Lake Worth Drainage District.
5. PBCWUD shall be responsible for all applicable permit fees.
6. CONSULTANT shall assist PBCWUD's selected contractor in obtaining the building department permits by providing the signed and sealed copies of the drawings for the contractor's submittal to the building department. CONSULTANT is not anticipated to complete the application or make the submittal prior to beginning award phase.
7. All permitting submittals shall be electronic with the exception of the Palm Beach County Planning, Zoning, and Building Division.
8. Permits from Florida Department of Health - Palm Beach County will not be required.

**Task 7 – Award Phase Services**

PBCWUD plans to assign construction of the rehabilitations under PBCWUD's Lift Station Rehabilitation Continuing Construction Contract.

- 7.1 Construction Contract Award Assistance: The CONSULTANT will assist PBCWUD with development of the schedule of bid items. The CONSULTANT will meet with the Contractor to review the project scope, review and comment on the Contractor's draft and revised work authorization, and respond to written requests for additional information.

**Task 7 Deliverables:**

1. Review comments on the Contractor's draft work authorization.

**Task 8 - Project Management**

Project management includes Contract administration, Quality Assurance/Quality Control (QA/QC), and project meetings with PBCWUD staff.

- 8.1 Contract Administration: The progress of the project will be monitored, and resources will be managed to achieve the schedule, budget, and work quality goals of the project. The CONSULTANT will coordinate with PBCWUD staff and will keep PBCWUD informed as to the status and progress of the project. Communications with PBCWUD will be

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conducted under this Task. Invoices shall be prepared monthly.

- 8.2 QA/QC: The CONSULTANT will be conducting an internal QA/QC review of the deliverables for conformance to Contract requirements and internal program requirements. The results of these reviews will be incorporated into the deliverables prior to submission to PBCWUD for review and comment.
- 8.3 Monthly Status Report: Submit electronically a monthly status report summarizing the progress of the project along with an updated project schedule. This report and schedule will be submitted on the first Friday of every month for the active duration of the contract.
- 8.4 Project Meetings: Attend and participate in project meetings with PBCWUD staff. Meetings have been budgeted for as follows:
  1. Attend up to ten (10) meetings total during the design phase of the project. Meetings are anticipated as follows:
    - a. one (1) design kick-off meeting and interview/discussions with PBCWUD staff,
    - b. one (1) 60% complete submittal review meeting,
    - c. one (1) 90% complete submittal review meeting,
    - d. one (1) final review meeting before the project is bid or awarded to the Contractor, and
    - e. six (6) design coordination meetings.

**Task 8 Deliverables:**

1. Provide a monthly status report with an updated project schedule in PDF.
2. Provide meeting minutes summarizing the key points of all review meetings in PDF.

**PBCWUD RESPONSIBILITIES**

1. Designate a Project Representative as PBCWUD's representative and primary contact for CONSULTANT. CONSULTANT will rely on PBCWUD's designated Project representative for instructions and approval of CONSULTANT's services.
2. Provide any existing record drawings, GIS files, system pressures, available modeling, future projects and improvements, and other pertinent information to the project and project schedule.
3. Review and provide comment on all deliverables within three (3) weeks of delivery.
4. Attendance of key PBCWUD personnel at meetings as requested. It is requested to have key staff from the Engineering, Construction, and O&M departments present at project review meetings.
5. Provide access to lift stations and assist with lift station pressure and flow evaluations.

**Task 9 – Engineering Services During Construction**

CONSULTANT's scope of work and compensation for this task will be determined in a future CSA.

**Task 9 Deliverables:**

1. Deliverables to be defined in future CSA.

Revised 12/06/2021



## ATTACHMENT B

### SUMMARY AND STATUS OF CONSULTANT SERVICES AUTHORIZATIONS

Auth. No.	PBCWUD Project No.	Title	Status	Project Total Amount	SBE Total Amount	SBE Participation %	Approved	
							By	Date
1	21-017	Satellite Leak Detection	Approved	\$93,268.00	\$0.00	0.00%	CRC	03/03/2021
1.1	21-017	Satellite Leak Detection	Approved	\$25,365.92	\$0.00	0.00%	DIR	7/27/2021
2	21-042	Water Treatment Plant No. 11 Energy Isolation and Safety Procedures	Pending	\$82,682.00	Pending	Pending	CRC	Pending
3	21-043	ISO 55001 Audits	Approved	\$182,280.00	\$0.00	0.00%	BCC	6/08/2021
4	21-055	Utility Location Services	Approved	\$48,604.00	\$40,000.00	82.29%	DIR	6/30/2021
4.1	21-055	Utility Location Services	Pending	\$48,604.00	Pending	Pending	DIR	Pending
5	21-063	Torry Island Force Main Improvements	Approved	\$326,842.72	\$64,123.72	19.61%	BCC	10/05/2021
6	21-078	Utility Location Services Phase 2	Approved	\$97,328.00	\$80,000.00	82.19%	CRC	12/08/2021
7	21-065	SR-15/US-441 From South of Shirley Dr. to East of Main Street; FDOT 443994	Pending	\$98,327.00	Pending	Pending	CRC	Pending
8	19-065	Integrated Utility Master Plan Utility Overview	Pending	\$349,819.00	Pending	Pending	BCC	Pending
9	19-065	Integrated Utility Master Plan Utility Overview	Pending	\$470,600.00	Pending	Pending	BCC	Pending
10	22-001	Lift Station Rehabilitation Priority Work Phase 2	Pending	\$351,981.16	Pending	Pending	BCC	Pending

Revised 12/06/2021

**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:** Lift Station Rehabilitation Priority Work Phase 2  
**NAME OF PRIME RESPONDENT/BIDDER:** Chen Moore and Associates, Inc.  
**CONTACT PERSON:** Suzanne Dombrowski, P.E., ENV SP  
**SOLICITATION OPENING/SUBMITTAL DATE:** N/A

**SOLICITATION/PROJECT/BID No.:** 22-001  
**ADDRESS:** 500 South Australian Avenue, Suite 850, West Palm Beach, FL 33401  
**PHONE NO.:** (561) 746-6900 x 1035 **E-MAIL:** sdombrowski@chenmoore.com  
**DEPARTMENT:** Palm Beach County 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	SBE	Black	Hispanic	Women	Caucasian	Other (Please Specify)
		Minority/Women Business	Small Business					
1. Chen Moore and Associates, Inc. 500 Australian Avenue South, Suite 850 West Palm Beach, FL 33401 (561) 746-6900 x1305	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	\$209,083.00	_____
2. Inframap Corp. 1860 Old Okeechobee Rd., Unit 201 West Palm Beach, FL 33409 (561) 732-7200	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	\$22,742.10	_____
3. Nutting Engineers of Florida Inc 1310 Neptune Drive Boynton Beach, FL 33426 (561)736-4900	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	\$11,150.00	_____
4. Engineered Design Services LLC 560 Village Blvd., Suite 260 West Palm Beach, FL 33409 (813) 816-0301	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$44,035.00	_____	_____	_____	_____
5. Brown & Phillips, Inc. 1860 Old Okeechobee Road, Ste 509 West Palm Beach, FL 33409 (561) 615-3988	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	\$64,971.06	_____	_____	_____	_____
(Please use additional sheets if necessary)				<b>Total</b>	\$109,006.06	_____	\$242,975.10	_____

Total Bid Price \$ 351,981.16

Total SBE - M/WBE Participation \$109,006.06

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

  
Signature

Suzanne Dombrowski, P.E., ENV SP/Senior Engineer  
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 12/06/2021

**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: 22-001  
 SOLICITATION/PROJECT NAME: Lift Station Rehabilitation Priority Work Phase 2

Prime Contractor: Chen Moore and Associates, Inc. Subcontractor: Brown & Phillips, Inc.

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

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 1/27/22-1/26/25.

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 checked="" 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	Engineering Survey	\$64,971.06	1	0	\$64,971.06

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: \$64,971.06

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

**Chen Moore and Associates, Inc.**

Print Name of Prime

By:   
 Authorized Signature

Suzanne Dombrowski, P.E., ENV SP

Print Name


**Senior Engineer**

Title

Date: 01/26/2022

**Brown & Phillips, Inc.**

Print Name of Subcontractor/subconsultant

By:   
 Authorized Signature

Anthony S. Brown

Print Name

**DCEO**

Title

Date: 01/26/2022

**OEBO LETTER OF INTENT – SCHEDULE 2**

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SOLICITATION/PROJECT NUMBER: 22-001

SOLICITATION/PROJECT NAME: Lift Station Rehabilitation Priority Work Phase 2

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

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

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

The undersigned affirms they are the following (select one from each column 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	Subsurface Utility Engineering	\$22,742.10	1	0	\$22,742.10

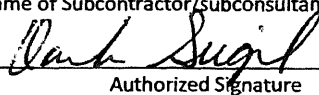
The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$22,742.10

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

**Chen Moore and Associates, Inc.**  
 Print Name of Prime  
 By:   
 Authorized Signature  
**Suzanne Dombrowski, P.E., ENV SP**  
 Print Name  
**Senior Engineer**  
 Title  
 Date: 01/26/2022

**Inframap Corp.**  
 Print Name of Subcontractor/subconsultant  
 By:   
 Authorized Signature  
**Darlene Siegel**  
 Print Name  
**Chief Financial Officer**  
 Title  
 Date: 01/26/2022

**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: 22-001

SOLICITATION/PROJECT NAME: Lift Station Rehabilitation Priority Work Phase 2

Prime Contractor: Chen Moore and Associates, Inc. Subcontractor: Engineered Design Services LLC

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

SBE  WBE  MBE  M/WBE  Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 10/1/2021-9/30/2024

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

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

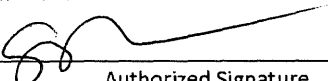
Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Electrical Engineering - Industrial Facilities	\$44,035.00	1		\$44,035.00

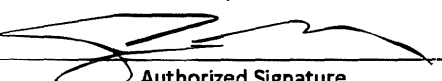
The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$44,035.00

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

Chen Moore and Associates, Inc.  
 Print Name of Prime  
 By:   
 Authorized Signature  
Suzanne Dombrowski, P.E., ENV SP  
 Print Name  
Senior Engineer  
 Title  
 Date: 01/26/2022

Engineered Design Services LLC  
 Print Name of Subcontractor/subconsultant  
 By:   
 Authorized Signature  
Craig McKenzie  
 Print Name  
Manager  
 Title  
 Date: 01/26/2022

**OEBO LETTER OF INTENT – SCHEDULE 2**

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SOLICITATION/PROJECT NUMBER: 22-001  
 SOLICITATION/PROJECT NAME: Lift Station Rehabilitation Priority Work Phase 2

Prime Contractor: Chen Moore and Associates, Inc. Subcontractor: Nutting Engineers of Florida Inc

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

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

The undersigned affirms they are the following (select one from each column 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	Geotechnical Engineering	\$11,150.00	1	0	\$11,150.00

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: \$11,150.00

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

Chen Moore and Associates, Inc.

Print Name of Prime

By:   
 Authorized Signature

Suzanne Dombrowski, P.E., ENV SP

Print Name

Senior Engineer

Title

Date: 01/07/2022

Nutting Engineers of Florida Inc

Print Name of Subcontractor/subconsultant

By:   
 Authorized Signature

Richard C. Wohlfarth, PE

Print Name

Vice President

Title

Date: 1/07/2022



# ATTACHMENT D

## PROJECT SCHEDULE

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

<u>Engineering Services</u>	<u>Completion Date from Notice to Proceed</u> (Calendar Days)
<i>Task 1 Lift Station Review</i>	<i>170 Days</i>
<i>Task 2 Utility Locates</i>	<i>100 Days</i>
<i>Task 3 Survey</i>	<i>100 Days</i>
<i>Task 4 Geotechnical Services</i>	<i>170 Days</i>
<i>Task 5 Design</i>	<i>282 Days</i>
<i>Task 6 Permitting</i>	<i>282 Days</i>
<i>Task 7 Award Phase Services</i>	<i>497 Days</i>
<i>Task 8 Project Management</i>	<i>497 Days</i>
<i>Task 9 Engineering Services During Construction</i>	<i>N/A</i>

Revised 12/06/2021

**ATTACHMENT - E  
BUDGET SUMMARY**

Palm Beach County Water Utilities Department  
 Contract for General Utility, Architectural and Value Engineering Services  
 Consultant Service Authorization: 10  
 Consultant: Chen Moore and Associates  
 Project Title: Lift Station Rehabilitation Priority Work Phase 2  
 PBCWUD Project No.: 22-001

Resolution No.: R2020-1891 Contract Dated: 12/15/2020

Task No.	Task Description	Labor Classification and Hourly Rate														CMA Total Hours	Sub-Consultant Services	Total Costs
		Principal	Project Director	Senior Project Manager	Project Manager	Senior Engineer	Senior Const. Specialist	Project Engineer	Associate Engineer	Senior Designer	Engineer	Senior Technician	Clerical	Engineering Intern				
	<b>Labor Raw Costs</b>	\$120.00	\$94.00	\$94.00	\$65.00	\$65.00	\$40.00	\$50.00	\$40.00	\$43.65	\$34.00	\$30.00	\$31.00	\$17.00				
<b>Task 1</b>	<b>Lift Station Review</b>																	
1.1	Site Visits and Assessment of Deficiencies		10		35						60				105	\$ 5,000.00	\$ 20,765.00	
1.2	Conduct Drawdown Tests				14						14				28	\$	\$ 4,168.00	
1.3	Preliminary Design and Meeting		1		4						4				9	\$ 1,000.00	\$ 2,470.00	
1.4	Data Collection and Review		1		20						40				61	\$ 760.00	\$ 9,012.00	
1.5	Pumping Capacity Evaluation		1		8						40				49	\$	\$ 5,922.00	
1.6	Develop System and Proposed Pump Curves		1		20						40				61	\$	\$ 8,262.00	
	<b>Subtotal Task 1</b>	0	14	0	101	0	0	0	0	0	198	0	0	0	313	\$ 6,760.00	\$ 50,589.00	
<b>Task 2</b>	<b>Utility Locates</b>																	
2.1	Utility Designates		1		4						40				45	\$ 10,481.46	\$ 15,633.46	
2.2	Utility Excavations		1		2						24				27	\$ 22,742.10	\$ 25,862.10	
	<b>Subtotal Task 2</b>	0	2	0	6	0	0	0	0	0	64	0	0	0	72	\$ 33,223.56	\$ 41,495.56	
<b>Task 3</b>	<b>Survey</b>																	
3.1	Topographic Surveys		1												1	\$ 41,685.74	\$ 41,687.74	
3.2	Easement Acquisition Support		1		8						40	20			69	\$ 9,393.86	\$ 17,115.86	
3.3	Sketch and Legal Descriptions		1		20										21	\$ 3,600.00	\$ 7,682.00	
	<b>Subtotal Task 3</b>	0	3	0	28	0	0	0	0	0	40	20	0	0	91	\$ 54,478.60	\$ 66,665.60	
<b>Task 4</b>	<b>Geotechnical Services</b>																	
4.1	Geotechnical Investigations for Lift Stations with Existing Wetwell to Remain				4						16				20	\$ 6,000.00	\$ 8,412.00	
4.2	Additional Geotechnical Investigations for Lift Stations in Zone 6 (Pahokee)				2						8				10	\$ 5,160.00	\$ 6,366.00	
	<b>Subtotal Task 4</b>	0	0	0	6	0	0	0	0	0	24	0	0	0	30	\$ 11,160.00	\$ 14,778.00	
<b>Task 5</b>	<b>Design</b>																	
5.1	60% Design Submittal				16						170				186	\$ 20,220.00	\$ 40,680.00	
5.2	90% Design Submittal				24						260				284	\$ 10,545.00	\$ 41,745.00	
5.3	Bid Submittal				8						30				38	\$ 4,100.00	\$ 8,720.00	
5.4	Fall Protection Pilot	2			8						72				82	\$	\$ 9,624.00	
	<b>Subtotal Task 5</b>	2	0	0	56	0	0	0	0	0	532	0	0	0	690	\$ 34,865.00	\$ 100,769.00	
<b>Task 6</b>	<b>Permitting</b>																	
6.1	Right-of-Way (ROW) Permits				0						70				70	\$	\$ 7,140.00	
6.2	Building Department Drawings				0						70				70	\$ 620.00	\$ 7,760.00	
	<b>Subtotal Task 6</b>	0	0	0	0	0	0	0	0	0	140	0	0	0	140	\$ 620.00	\$ 14,900.00	
<b>Task 7</b>	<b>Award Phase Services</b>																	
7.1	Construction Contract Award Assistance		4		16						32					\$ 1,800.00	\$ 9,312.00	
	<b>Subtotal Task 7</b>	0	4	0	16	0	0	0	0	0	32	0	0	0	0	\$ 1,800.00	\$ 9,312.00	
<b>Task 8</b>	<b>Project Management</b>																	
8.1	Contract Administration		16		80										96	\$	\$ 20,112.00	
8.2	QA/QC		36												36	\$	\$ 10,152.00	
8.3	Monthly Status Report		9		18										27	\$	\$ 6,048.00	
8.4	Project Meetings		20		30						40				90	\$	\$ 15,570.00	
	<b>Subtotal Task 8</b>	0	81	0	128	0	0	0	0	0	40	0	0	0	249	\$	\$ 51,882.00	
<b>Task 9</b>	<b>Engineering Services During Construction</b>																	
	<b>Subtotal Task 9</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$	\$	
	<b>Labor Subtotal Hours</b>	2	104	0	341	0	0	0	0	0	1070	20	0	0	1485			
	<b>Labor Raw Costs</b>	\$120.00	\$94.00	\$94.00	\$65.00	\$65.00	\$40.00	\$50.00	\$40.00	\$43.65	\$34.00	\$30.00	\$31.00	\$17.00				
	<b>Labor Multiplier</b>	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00				
	<b>Labor Sub Total</b>	\$720.00	\$29,328.00	\$0.00	\$66,495.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$109,140.00	\$1,800.00	\$0.00	\$0.00	\$	\$ 142,898.16	\$ 350,381.16	
	<b>CMA Reimbursable Expenses</b>	\$1,600.00																
	<b>CMA Labor Total</b>	\$207,483.00																
	<b>CMA Total</b>	\$209,083.00																
	<b>Sub Consultant Labor Total</b>	\$142,898.16																
	<b>Sub Consultant Multiplier</b>	1.0																
	<b>Subconsultant Total (Not to Exceed Price)</b>	\$142,898.16																
	<b>Project Total</b>	\$351,981.16																

January 25, 2022

Ms. Suzanne Dombrowski, P.E.  
Chen Moore and Associates, Inc.  
500 Australian Avenue South, Suite 850  
West Palm Beach, FL 33401

**Re: Palm Beach County Water Utilities Department (PBCWUD)  
WUD 22-001 Lift Station Rehabilitation  
Task 3 Survey for Fourteen (14) Lift Stations**

Dear Suzanne:

Thank you for the opportunity to provide you with the following services for the subject site. This proposal is based on documentation and information provided by your office. The scope of services is as follows:

### SCOPE OF SERVICES

#### Task 3 – Survey

- 3.1 Topographic Survey:** Under this task Brown & Phillips, Inc. will perform topographic surveys of the lift stations, depicting the horizontal and vertical location of facilities at the lift station site such as wetwells and inverts, valve vault, piping, control panels, fence perimeter, etc. Brown & Phillips will utilize readily available property information to establish property lines and easements. Title searches will not be necessary. The following will be included as part of the survey efforts for this project:
- a. Obtain horizontal and vertical control for this project using information published by the Palm Beach County Survey Department utilizing State Plane Coordinates for horizontal control and the North American Vertical Datum of 1988 (NAVD 88) for vertical control.
  - b. Location of visible fixed improvements within the lift station site, depicting the horizontal and vertical location of facilities such as wetwells and inverts, valve vault, piping, control panels, fences, power poles, buildings, etc.
  - c. Location of above-ground existing utilities: Florida Power & Light Company (FPL), AT&T, cable television, natural gas, potable water (valves, fire hydrants, and meters), force mains (valves), sanitary sewer, reclaimed water mains (valves), storm sewers, including information on invert elevations, pipe size, type and direction for storm and sanitary infrastructure.
  - d. Provide and reference two (2) site benchmarks. Elevations to be referenced to an existing established City or County Benchmark.
  - e. Locate marked utilities marked in the field (by others) with paint or flags and incorporate them into the survey file.
  - f. Locate soft/hard digs and geotechnical borings (by others) and incorporate them into the survey file.
- 3.2 Easement Acquisition Support:** Brown & Phillips, Inc. will review available easement information, make recommendations for necessary easement acquisitions, and provide supporting documentation to assist in public outreach efforts. Brown & Phillips, Inc. will include the following as part of efforts related to easements:

1860 Old Okeechobee Road • Suite 509 • West Palm Beach, Florida 33409  
(561) 615-3988 • Fax (561) 615-3991

M: PROPOSALS-BY COMPANY:Chen Moore\PBCWUD 22-001 Lift Station Rehab\14 Lift Stations Topographic Survey, Easement Acquisition and L&S.doc

- a. Review easement information in the form of plats and title searches provided by PBCWUD and compare easement boundaries to topographic surveys. Brown & Phillips, Inc. will include existing easement boundaries in topographic survey.
- b. Brown & Phillips, Inc. will make recommendations for recording new easements and/or adjusting existing easements.
- c. Provide up to seven (7) conceptual GIS figures including existing easement boundaries, boundaries of any portion of proposed lift station site that may not lie within an existing easement or right-of-way, and dimensions.

**3.3 Sketch and Legal Descriptions:** Upon request by PBCWUD, Brown & Phillips, Inc. will provide sketch and legal descriptions by referencing plats, road rights-of-way and utilizing metes and bounds easement descriptions as necessary. Up to seven (7) legal descriptions and sketches are anticipated.

**Task 3 Deliverables:**

1. An electronically signed and sealed PDF file of topographic survey drawings: 22"x34" PDF
2. List of recommendations for recording new easement and/or adjusting existing easements - PDF
3. Per easement acquisition:
  - a. Conceptual GIS figures: Two (2) sheets, letter-sized, PDF
  - b. Sketch and legal description: One (1) set signed and sealed, letter sized, PDF

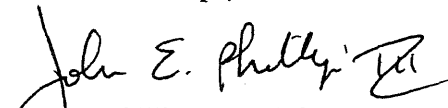
**Task 3 Assumptions:**

1. Up to seven (7) easement acquisitions (legal descriptions and sketches) will be needed.
2. No appraisals, title searches or boundary surveys will be required of the existing lift stations. Boundary surveys may be part of the sketch and legal descriptions, if requested at a later date.

**CLOSURE**

We will perform the scope of services for an **hourly, not to exceed fee of \$64,971.06 [\$2,970.41 per lift station for the topographic survey (\$41,585.74 for all fourteen lift stations), \$1,341.98 per lift station for easement acquisition support (\$9,393.86 for seven lift stations), \$3,500.00 for legal descriptions and sketches (seven at \$500.00 each), \$749.39 per lift station to locate the designated underground utilities (\$10,491.46 for all fourteen lift stations)]**, see Attachment 'A' for an estimated hourly breakdown. Please do not hesitate to call me with any questions you might have regarding this proposal. We look forward to working with you on this project.

**Brown & Phillips, Inc.**

  
John E. Phillips III, P.L.S.  
Principal

Attachment

JEP/mb

This Proposal accepted this \_\_\_\_ day of \_\_\_\_\_, 2022

By: \_\_\_\_\_  
**Chen Moore and Associates**

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_



**BROWN & PHILLIPS, Inc.**  
 PROFESSIONAL SURVEYING SERVICES

ATTACHMENT 'A' (1 of 2)

Palm Beach County Water Utilities Department (PBCWUD)  
 WUD 22-001 Lift Station Rehabilitation  
 Task 3 Survey for Fourteen (14) Lift Stations

Type of Survey: Topographic

Size:

Date: January 25, 2022

TASK 3.1 - Topographic Survey	SURVEY CREW	CADD TECH	SURVEY TECH	PLS	COMMENTS
Meetings and Coordination				0.5	
Horizontal Project Network Control	2.5		4	0.5	Set control points, work up boundary, travel
Vertical Project Network Control	4		0.5		Establish onsite benchmarks
Tie In Improvements and Elevations	3		1		All above ground features, cross sections & spot elevations
As-builts	2		0.5		Obtain as-built data
Drawing		6	2	1	Prepare topographic survey
Total Hours:	11.5	6	8	2	
Rate/Hour	\$126.51	\$90.36	\$90.36	\$125.25	
Subtotal (Rounded):	\$1,454.87	\$542.16	\$722.88	\$250.50	
<b>Total cost per Lift Station:</b>					\$2,970.41
times the number of Lift Stations proposed					14
<b>Total Cost for 14 Lift Stations:</b>					\$41,585.74

TASK 3.2 - Easement Acquisition Support	SURVEY CREW	CADD TECH	SURVEY TECH	PLS	COMMENTS
Review and compile easement information			5	1	Plats and title searches provided by PBCWUD
Easement recommendations			3	2	Recording new easements and/or adjusting existing easements
Prepare easement exhibits			2	0.5	Conceptual figures
Total Hours:	0	0	10	3.5	
Rate/Hour	\$126.51	\$90.36	\$90.36	\$125.25	
Subtotal (Rounded):	\$0.00	\$0.00	\$903.60	\$438.38	
<b>Total cost per Lift Station:</b>					\$1,341.98
times the number of Lift Stations proposed					7
<b>Total Cost for 7 Lift Stations:</b>					\$9,393.86

<b>Other Direct Costs:</b>	<u>quantity</u>	<u>unit</u>	<u>cost/unit</u>	<u>total</u>	
Legal Description & Sketch	7	LS	\$500.00	\$3,500.00	
<b>Total Other Direct Costs:</b>					\$3,500.00



**BROWN & PHILLIPS, Inc.**  
 PROFESSIONAL SURVEYING SERVICES

ATTACHMENT 'A' (2 of 2)

Palm Beach County Water Utilities Department (PBCWUD)  
 WUD 22-001 Lift Station Rehabilitation  
 Task 3 Survey for Fourteen (14) Lift Stations

TASK 2.1 - Utility Designates	SURVEY CREW	CADD TECH	SURVEY TECH	PLS	COMMENTS
Underground Utilities	4		1		Field locate flagged utilities - flagged by others
Drawing		1		0.5	Update topographic survey with underground utilities
Total Hours:	4	1	1	0.5	
Rate/Hour	\$126.51	\$90.36	\$90.36	\$125.25	
Subtotal (Rounded):	\$506.04	\$90.36	\$90.36	\$62.63	
<b>Total cost per Lift Station for SUE:</b>					\$749.39
times the number of Lift Stations proposed					14
<b>Total Cost for 14 Lift Stations SUE:</b>					\$10,491.46

TOTAL PRICE

\$64,971.06



**ENGINEERED DESIGN SERVICES**

# Proposal to: Chen Moore and Associates, Inc.

**PBCWUD**

**WUD 22-001—Lift Station Rehabilitation Priority Work  
Phase 2**

Revised 1/26/2022

Engineered Design Services LLC

Contact: Craig McKenzie, P.E.

CraigMcKenzie@EDSEngineers.com

(352)284-7573

edsengineers.com



December 29, 2021

Suzanne Dombrowski, P.E., ENV SP  
Office Leader/Principal Engineer  
Chen Moore and Associates  
500 Australian Ave. South, Suite 850  
West Palm Beach, FL 33401

RE: Proposal for WUD 22-001—Lift Station Rehabilitation Priority Work Phase 2

Dear Ms. Dombrowski:

Engineered Design Services (EDS) is pleased to support Chen Moore and Associates (CMA) on the electrical design scope of work for the lift station rehabilitation project for PBCWUD. As a sub-contractor to CMA, EDS proposes the following services.

**SCOPE OF SERVICES:**

Our proposed scope of services will include the following services :

**Task 1 – Lift Station Review:**

**1.1 Site Visits and Assessment of Deficiencies:** EDS will visit each lift station with CMA and PBCWUD staff knowledgeable in the operation, maintenance, and condition of the lift stations. EDS, with the assistance of PBCWUD staff, will identify a specific list of deficiencies and develop a detailed preliminary summary table of improvements required to rehabilitate the stations and meet PBCWUD's Minimum Design & Construction Standards, where feasible. A general list of components to be reviewed and discussed for electrical system rehabilitation include control panel, remote telemetry unit (RTU), automatic transfer switch (ATS), and instrumentation.

**1.3 Preliminary Design Meeting:** Once the site visits have been completed and the summary table developed, EDS will attend one (1) preliminary design meeting to discuss the recommendations and finalize with PBCWUD staff the proposed summary table for each station before proceeding with the design.

**1.4 Data Collection and Review:** EDS shall review available as-built record drawing information for each of the Fourteen (14) lift stations. These drawings will be used to assist in preparing each of the site plans for the lift stations to be rehabilitated, particularly those features that were not included in the survey.

**Task 2 – Utility Locates:**

No work proposed under this task

**Task 3 – Survey:**

No work proposed under this task

**Task 4 – Geotechnical Services:**

No work proposed under this task



December 28, 2021

**SCOPE OF SERVICES (CONTINUED):**

**Task 5 – Design**

EDS shall provide engineering services consisting of preparation of drawings and specifications depicting the proposed lift station electrical system rehabilitation work suitable for public bidding and construction of the work.

The drawings will include PBCWUD's standard details and will be supplemented with the CONSULTANT's standard details. The PBCWUD's Minimum Design & Construction Standards will be the basis of the specifications as applicable to the project continuing construction contract.

**5.1 60% Electrical Design Submittal:** EDS shall prepare plans (all legible including detail sheets) for review and comment by PBCWUD at the 60% complete stage. The submittal will also include a draft outline of the specifications table of contents and an Engineer's Opinion of Probable Construction Costs (EOPCC) will be provided.

During the 60% design review, EDS shall visit each site with PBCWUD staff to assess constructability of proposed improvements.

**5.2 90% Electrical Design Submittal:** EDS shall prepare plans (all legible including detail sheets) for review and comment by PBCWUD at the 90% complete stage. The submittal will address PBCWUD's comments on the 60% submittal and an EOPCC will be provided.

**5.3 Bid Submittal:** EDS shall prepare bid documents incorporating permitting comments available at time of bidding submittal development.

**Task 6 – Permitting**

**6.2 Building Department Drawings:** EDS shall provide signed and sealed electrical drawing packages for PBCWUD's Contractor to obtain building department permits or electronically signed and sealed drawings as acceptable to the building department.

**Task 7 – Award Phase Services**

**7.1 Construction Contract Award Assistance:** EDS will assist PBCWUD with development of the schedule of bid items. EDS will meet with the Contractor to review the project scope, review and comment on the Contractor's draft and revised work authorization, and respond to written requests for additional information.

**Task 8 - Project Management**

No work proposed under this task

# Project Specific Quality Control Plan

*EDS intends to ensure the quality of our projects in the following manner:*

## JOB SAFETY ANALYSIS

- At Engineered Design Services, we believe that safety is the key to success in all construction projects. As a result, we carefully plan out our activities prior to the site visit, and perform a safety review before each site visit. Craig McKenzie, P.E. will be in charge of safety for the project team.

## PERSONAL PROTECTIVE EQUIPMENT

- EDS provides all staff with the required safety equipment for the project including, but not limited to, eye protection, steel toe boots, hi-viz vests, hearing protection, etc.
- During our JSA, we will identify any additional equipment or procedures to ensure safe working activities.

## PROJECT DOCUMENTATION

- Project documentation created will be checked internally by Craig and other project professionals prior to submission to CMA.
- All project documentation will be memorialized in a Project QA/QC Book, per EDS standards.

### KEY ADVANTAGES:

Flexibility  
Attention to Detail  
Local Knowledge of Site

### KEY PERSONNEL:

Craig McKenzie, P.E., CGC  
Ricardo Rennalls  
Sancho Barrett  
Deborah McKenzie

# Project Pricing

We have developed a time and materials budget for the WUD 22-001 Lift Station Rehabilitation Priority Work Phase 2 project, based on our understanding of the scope provided.

The T&M not-to exceed fee for EDS to provide the scope of work tasks and services shall be \$44,035, based on the task breakdown below.

## PAYMENT SCHEDULE

BUDGET SUMMARY BY TASK							
DESCRIPTION	HOURS	RAW COST	MULTIPLIER	BILLED RATE (ROUNDED)	LABOR \$	EXPENSE \$	TOTAL \$
<b>Task 1 - Lift Station Review</b>	<b>45</b>				<b>\$6,750</b>	<b>\$0</b>	<b>\$6,750</b>
Senior Engineer	25	62.50	2.72	170	\$4,250		
Project Engineer	20	45.96	2.72	125	\$2,500		
<b>Task 5.1 60% Electrical Design Submittal</b>	<b>176</b>				<b>\$20,220</b>	<b>\$0</b>	<b>\$20,220</b>
Senior Engineer	46	62.50	2.72	170	\$7,820		
Project Engineer	60	45.96	2.72	125	\$7,500		
Designer I	70	25.74	2.72	70	\$4,900		
<b>Task 5.2 90% Electrical Design Submittal</b>	<b>91</b>				<b>\$10,545</b>	<b>\$0</b>	<b>\$10,545</b>
Senior Engineer	28	62.50	2.72	170	\$4,760		
Project Engineer	25	45.96	2.72	125	\$3,125		
Designer I	38	25.74	2.72	70	\$2,660		
<b>Task 5.3 - Bid Documents</b>	<b>32</b>				<b>\$4,100</b>	<b>\$0</b>	<b>\$4,100</b>
Senior Engineer	12	62.50	2.72	170	\$2,040		
Project Engineer	12	45.96	2.72	125	\$1,500		
Designer I	8	25.74	2.72	70	\$560		
<b>Task 6.2 - Building Department Drawings</b>	<b>6</b>				<b>\$620</b>	<b>\$0</b>	<b>\$620</b>
Senior Engineer	2	62.50	2.72	170	\$340		
Designer I	4	25.74	2.72	70	\$280		
<b>Task 7.1 - Construction Contract Award Assistance</b>	<b>14</b>				<b>\$1,800</b>	<b>\$0</b>	<b>\$1,800</b>
Senior Engineer	6	62.50	2.72	170	\$1,020		
Project Engineer	4	45.96	2.72	125	\$500		
Designer I	4	25.74	2.72	70	\$280		
					<b>\$0</b>		<b>\$0</b>
<b>TOTALS</b>	<b>344</b>				<b>\$ 44,035</b>	<b>\$ -</b>	<b>\$ 44,035</b>

We appreciate the opportunity to provide this proposal and look forward to working with you. Should you have any questions, please do not hesitate to contact us.

Respectfully Submitted,

Craig McKenzie, P.E.  
 President/Principal Engineer  
 Engineered Design Services LLC

December 27, 2021

Chen Moore and Associates  
Attn: Mr. David Cowan, PE  
500 Australian Avenue South, Ste. 850  
West Palm Beach, FL 33401  
Phone: 561.746.6900/ Cell: 561.255.7494/ Email: [dcowan@chenmoore.com](mailto:dcowan@chenmoore.com)

Re: Proposal/Agreement for Geotechnical Exploration Services  
PBCWUD 22-001 Lift Station Rehabilitation  
Various Locations  
Palm Beach County, FL

Dear Mr. Cowan:

Nutting Engineers of Florida, Inc. (NE) is pleased to present this proposal/agreement for performing geotechnical engineering services at the referenced project.

Per your email December 23, 2021, we understand that plans for this project include rehabilitation improvements at 14 sanitary lift stations throughout the PBCWUD service area. Based on your request for proposal and our understanding of the project, we propose the following scope of work and fee schedule.

#### **SCOPE OF WORK**

Per your request, we propose to perform the following:

- 4.1 “Geotechnical Investigations for Lift Stations Maintaining Existing Wetwell: The CONSULTANT shall perform subsurface explorations and geotechnical studies to obtain subsurface soil information necessary for the proper design of a new lift station control panel support structure and site work. The work includes one (1) standard penetration test (SPT) to a depth of ten (10) feet for lift stations maintaining existing wetwell. The list of proposed borings will be sent to the PBCWUD Project Manager for approval. The borings will be performed in general accordance with procedures recommended in American Society for Testing and Materials (ASTM) D-1586, using a truck-mounted drilling rig. A geotechnical report with a site plan showing the locations of the borings, logs of the exploratory borings, results from SPT samples, identification of organic, and anticipated groundwater levels and will be made available to potential bidders for informational purposes only.
- 4.2 Additional Geotechnical Investigations for Lift Stations in Zone 6 (Pahokee): Lift stations in Zone 6 typically have muck soils to a depth of about five (5) feet. A limited number of lift stations in Zone 6 located in northern Zone 6 (Pahokee) may potentially have deeper muck soils that require additional geotechnical analysis. For these stations, the work includes one (1) standard penetration test (SPT) to a depth of thirty (30) feet.”

At the completion of the on-site work, the soil samples will be returned to our laboratory. We will provide an engineering report (separate report for each location) including a description of our findings and general site preparation and foundation design recommendations for support of the proposed construction. In order to provide information concerning the engineering properties of the soils encountered, it is anticipated that tests may be performed to determine natural water content, organic content, and sieve analysis on representative soil samples collected from the site. The engineering report will include graphic logs of the test borings and a test boring location plan. We assume the site is accessible to truck mounted drilling equipment and that underground utilities will be cleared by others prior to our performing the on-site work.

## FEE SCHEDULE

The above-indicated scope of work will be performed for an estimated cost of \$11,150.00 in accordance with the rates:

Tech. site visit, boring layout, utility clearance	14 sites @ \$150.00/ site	\$2,100.00
Mobilization of equipment/crew	14 @ \$150.00	\$2,100.00
SPT borings* (truck mounted drill rig)	160 LF @ \$12.50/LF	\$2,000.00 (min)
Casing	30 LF @ \$5.00/LF	\$150.00
Grouting of boreholes	160 LF @ \$5.00/LF	\$800.00
Soil classification/ laboratory analysis	14 each @ \$50.00/each	\$700.00
Staff Engineer	28 hours @ 100.00/hour	\$2,800.00
Principal Engineer	2 hours @ \$125.00/hour	\$250.00
Engineering technician	5 hours @ \$50.00/hour	\$250.00

\*If loose or deleterious soil is encountered it may be necessary to extend the soil boring(s).

Additional requested and authorized services beyond those described above will be provided at customary unit rates with expenses at cost +20%. Also, the above rates are based on normal business hours. If this work requires night/ weekend hours, the unit rates will be increased by 1.5.

Once we receive the executed/ signed proposal, project scheduling will commence. The on-site work should take approximately one business day to complete per site. The geotechnical report should be available within approximately 12 - 15 business days after the on-site work is completed.

NE has been offering engineering, testing and inspection services for over 50 years in South Florida and the Treasure Coast. Our commitment to practical, cost-effective solutions supported by responsive client service distinguishes the firm and enables us to solve your most demanding technical challenges. One of the key constituents for NE's success is our staff of experienced engineering and environmental professionals and technicians that are registered/certified and have been trained to provide a wide range of testing and inspection services. Our laboratory is certified and checked annually by Construction Materials Engineering Council (CMEC) and Florida Department of Transportation (FDOT).

Our sister company, Nutting Environmental of Florida, Inc. (NEF), can assist in your environmental needs. For over thirty years, NEF has performed a wide variety of environmental consulting services throughout Florida including Phase I and II environmental site assessments, storage tank removal and tank closure assessments, contamination assessments, design and implementation of remedial action plans (RAP), groundwater monitoring for solid waste and Hazmat permit requirements, assistance with dewatering permitting and much more. Please call 561-732-7200 to speak with an NEF project manager regarding these services.

Thank you for providing us the opportunity to present this proposal/agreement. We look forward to working with you on this and future projects.

Respectfully submitted,  
**NUTTING ENGINEERS OF FLORIDA, INC.**

Scott Ersland  
Division Manager

Richard C. Wohlfarth, P.E.  
Principal/ Director of Engineering

Reports and invoices will be addressed to the client as listed below unless other instructions are provided in writing with this executed proposal. The undersigned, as an authorized representative of the entity listed below, approves this proposal and agrees to be bound by the terms and conditions contained in this proposal. Deposit amounts are collected at time of written authorization to proceed. If you are a first-time client, we request that the balance due for these services be paid at the time of report completion. Once your account is established, our terms are net 30 days. Any invoices over 30 days will be assessed a 1 1/2 percent service charge per month until paid in full.

**PLEASE ENTER INFORMATION LEGIBLY BELOW SO IT CAN BE UTILIZED FOR PROJECT SET-UP:**

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

Lift Sta Rehab Chen Moore Various Locations Palm Bch County geo 12-27-21

**General Terms and Conditions**

For the purpose of this project, the addressee of this proposal will be known as the Client. The client is expected to furnish NUTTING ENGINEERS OF FLORIDA, INC. ("NE"), with accurate information including sketch of survey and/or site plan, construction drawings/specifications as appropriate, details of proposed construction including the proposed structural system and loads or existing construction problem information and site accessibility information as appropriate. Other information requirements may be detailed in the enclosed proposal. IF ANY CONDITIONS CHANGE such as building layout, loading, project specifications/design, or unusual site conditions are observed, NE should be notified immediately in writing about the changed condition for possible review and comment. Should the Client wish to impose other conditions and requirements beyond those contained in this proposal such as in a separate contract, we reserve the option to modify contract language, fee amounts, to remove our proposal from consideration or other measures as may be indicated.

**Delivery** - Scheduled upon receipt of written authorization to proceed and deposit unless other arrangements are agreed to in writing. Additional report copies can be provided for a nominal fee to the Client. NE will exercise appropriate measures to ensure project completion within a reasonable time frame subject to existing workloads. However, NE will not be held responsible for unavailability of necessary project data and site access within the time frame agreed upon for the investigation. Project delivery may be delayed if the ENTIRE signed proposal and deposit are not received in a timely manner. The ENTIRE signed quotation should be returned along with the requested project information. This unsigned proposal is valid for 60 days.

**Payment** - No deposit required with signed agreement. Balance due upon completion of report. Directing NE to proceed with the work shall constitute acceptance of the terms of NE's proposal and these General Terms and Conditions. Interest at the rate of 18% per annum or the highest rate allowable by law whichever is less, will be added to all amounts not paid within 30 days after date of invoice. All attorney fees and expenses associated with collection of past due invoices will be paid by Client.

**Insurance** - NE maintains Workers' Compensation and Employer's Liability Insurance in conformance with state law. In addition, we maintain Comprehensive General Liability Insurance and Automobile Liability Insurance with bodily injury limits of \$1,000,000.00 and property damage limits of \$1,000,000.00. A certificate of insurance can be supplied evidencing such coverage which contains a clause providing that fifteen days written notice be given prior to cancellation.

**Right-of-Entry** - Unless otherwise agreed, Client will furnish right-of-entry on the property for NE to make the planned borings, surveys, and/or explorations. NE will not be responsible for removing fences, earth berms, vegetation or other obstructions for purposes of our investigation. NE will take reasonable precautions to minimize damage to the property caused by its equipment and sampling procedures, but the cost of restoration or damage which may result from the planned operations is not included in the contracted amount. If Client desires to restore

**1310 NEPTUNE DRIVE · BOYNTON BEACH, FLORIDA 33426 · 561-736-4900**  
Treasure Coast 772-408-1050 · Broward 954-941-8700 · Miami Dade/Monroe 305-824-0060

the property to its former condition, NE will accomplish this and add the cost to its fee. Client agrees to waive all claims arising from or related to the failure to provide NE with proper access to conduct its work.

**Damage to Existing Man-made Objects** - It shall be the responsibility of the Owner or his duly authorized representative to disclose the presence and accurate location of all hidden or obscure man-made objects relative to routes of access, field tests, sampling, or boring locations. When cautioned, advised or given data in writing that reveal the presence or potential presence of underground or over-ground obstructions, such as utilities, septic tanks, etc., NE will give special instructions to its field personnel. In addition, Client waives any claim against NE arising from damage to existing man-made objects.

**Warranty and Limitation of Liability** - NE shall perform services for Client in a professional manner, using that degree of care and skill ordinarily exercised by and consistent with the standards of competent consultants practicing in the same or a similar locality as the project. In the event any portion of the services fails to comply with this warranty obligation and NE is promptly notified in writing prior to one year after completion of such portion of the services, NE will re-perform such portion of the services, or if re-performance is impracticable, NE will refund the amount of compensation paid to NE for such portion of the services. This warranty is in lieu of all other warranties. No other warranty, expressed or implied, including warranties of merchantability and fitness for a particular purpose is made or intended by the proposal for consulting services, by furnishing an oral response of the findings made or by any representations made regarding the services included in this agreement. In no event shall NE or any of its professional employees be liable for any special, indirect, incidental or consequential loss or damages, including but not limited to impact and delay claims. The remedies set forth herein are exclusive and the total liability of consultant whether in contract, tort (including negligence whether sole or concurrent), or otherwise arising out of, connected with or resulting from the services provided pursuant to this Agreement shall not exceed the total fees paid by Client or \$50,000.00, whichever is greater. At additional cost, Client may obtain a higher limit prior to commencement of services.

**PURSUANT TO §558.0035, FLORIDA STATUTES, NE'S INDIVIDUAL EMPLOYEES AND/OR AGENTS MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE ARISING OUT OF, CONNECTED WITH, OR RESULTING FROM THEIR SERVICES PROVIDED PURSUANT TO THIS AGREEMENT.**

**Indemnification** – Client agrees to defend, indemnify and save harmless NE from all claims, including negligence claims, suits, losses, personal injuries, death and property liability resulting from NE's performance of the proposed work, whether such claims or damages are caused in part by NE, and agrees to reimburse NE for expenses in connection with any such claims or suits, including reasonable attorney's fees. Client's obligation to indemnify is limited to \$2 million per occurrence, which Client agrees bears a reasonable commercial relationship to the Work undertaken by NE. Client further agrees that these general conditions are a part of the Work's specifications or bid documents, if any.

**Sampling or Testing Location** - Unless specifically stated to the contrary, the unit fees included in this proposal do not include costs associated with professional land surveying of the site or the accurate horizontal and vertical locations of tests. Field tests or boring locations described in our report or shown on our sketches are based on specific information furnished to us by others and/or estimates made in the field by our technicians. Such dimensions, depths or elevations should be considered as approximations unless otherwise stated in the report. It is understood that all drilling locations are accessible to conventional truck mounted drilling equipment unless otherwise specified by the client. If unscheduled remobilizations or use of portable or all terrain equipment is required additional charges will apply. NE will attempt to clear utilities at our excavation/test locations by manual drilling to 3' below land surface (BLS). Any damage to utilities/obstructions present at client specified test locations or below 3' BLS will be the responsibility of the client and will not be assumed by NE.

**Sample Handling and Retention** – Generally soil test samples are retained for approximately three months after which time they will be discarded unless written instructions to the contrary are received from the client.

**Legal Jurisdiction** - The parties agree that any actions brought to enforce any provision of this Agreement shall only be brought in a court of competent jurisdiction located in Palm Beach County, Florida. Any and all causes of action arising out of NE's performance of the Work, including but not limited to claims for indemnity, contribution and equitable subrogation, shall be deemed to have accrued and the applicable statutes of limitations shall commence to run not later than the date of NE's last invoice for the Work performed hereunder.

**Force Majeure** - NE shall not be held responsible for any delay or failure in performance of any part of this Agreement to the extent such delay or failure is caused by fire, flood, explosion, war, strike, embargo, government requirement, civil or military authority, acts of God, act or omission of subcontractors, carriers, client or other similar causes beyond its control.

**Documents** - NE shall be entitled to rely upon the accuracy and completeness of all surveys, reports and information furnished by the client. If conditions different from those described in our report are found at the site, NE should be notified in writing immediately upon discovery. NE reserves the right to revise conclusions and recommendations presented in the final report should additional information regarding the project become available. All permits will be obtained by others unless otherwise specified in this proposal or in writing to NE. NE has no liability for consequences of information not provided or unavailable or otherwise not reviewed or known from the normal sources customarily examined by NE in such investigations within the time frame allowed for this investigation under this agreement. The client, entities identified in writing on the address portion of our report, design team professionals engaged by our client and building official staff are entitled to use and rely upon NE'S reports for purposes of the current project. **Other parties are not authorized to use or rely upon NE'S reports unless NE so states in writing.**

NE - General Contract Terms and Conditions May 2017

cc: Connie Gworek – Business Development Associate  
James Lendl – CMT Division Manager

Lift Sta Rehab Chen Moore Various Locations Palm Bch County geo 12-27-21



QUALITY    PROFESSIONAL    EXPERTISE

**Date:** December 21, 2021

**Presented To:** Chen Moore & Associates  
500 Australian Avenue South, Suite 850  
West Palm Beach, FL 33401

**Attention:** Suzanne Dombrowski, P.E.  
E: SDombrowski@chenmoore.com  
O: 561.746.6900

**Project:** PBCWUD 22-001 Lift Station Rehabilitation Priority Work Phase 2  
SUE Services

Dear Ms. Dombrowski:

We have prepared this proposal for subsurface utility engineering services to perform air vacuum excavation test holes for the above referenced project. The project area is located at 14 sanitary lift stations throughout the PBCWUD service area.

Our scope of work shall be performed in accordance with the Procedures, Exclusions and Assumptions identified below and will include the following:

1. **Air Vacuum Excavation Test Holes** – Air vacuum excavation test holes will be performed at the proposed test hole locations.

**Air Vacuum Excavation Test Holes Scope of Services**

During utility locating by air / vacuum test holes InfraMap will complete the following tasks:

1. **Agency Coordination** – InfraMap will comply with laws and regulations concerning excavation by coordinating with utility inspectors, property owners, "ONE CALL" and others as required.
2. **Anticipated Permits** – InfraMap will prepare and coordinate throughout the permitting process, and will bill the associated fees as a direct expense.
3. **Coordination with Client** - Throughout the Test Hole process InfraMap will communicate with the Client with updates on the status of the Test Holes. If utilities are not where the records maps indicate, or a utility is discovered that is not shown on any records and is not detectable during the electronic sweep, InfraMap will contact the client and discuss strategies to address the unpredictable field conditions. InfraMap will work with the client in the identification of additional test holes or removal of test holes from future scope of work.
4. **Test Hole** – InfraMap will perform the following for the Test Hole task:
  - a. Field locate the proposed Test Hole based on information provided by the client.
  - b. Excavate a Test Hole using air/ vacuum excavation. Provide all measures necessary to perform the work safely and to cause no damage to the utility structure. The Test Hole will be of the minimum size required to expose the utility of interest and record the following information:
    - i. Depth below grade (cover).



- ii. Utility material, shape, and overall condition.
  - iii. Approximate diameter of pipes, cables, conduits, and the configuration of multiple conduit systems.
  - iv. The general directional trend of the utility.
  - v. Thickness, type, and condition of paving material.
  - vi. General soil conditions.
- c. Install a survey marker directly over the centerline of pipes or edge of concrete structures or conduit banks at grade. Ribbon of appropriate APWA / ULCC color will be installed in the backfill from utility to grade. Indicate on the Test Hole Form the placement of the marker relative to the utility cross section. Record the location of the marker with a minimum of three (3) swing tie measurements to convenient existing permanent structures on site.
- d. Backfill Test Hole with excavated material in 6" lifts by air pneumatic tamping. Soil placed within one (1) foot of the exposed utility will be clean and tamped carefully. Restore Test Hole area to original condition.
- e. Repair and restore all pavement cuts to ensure a long-lasting repair utilizing asphalt cold patch.
5. **MOT - Maintenance and Protection of Traffic** in local jurisdiction will be provided in accordance with the *Florida Department of Transportation (FDOT) FY 2022-23 Standard Plans*, latest edition, or other applicable requirements.
6. **Office Review** – Office review of the test hole reports will be completed to compare the findings of the test hole to the utility information on the records. InfraMap will evaluate any discrepancies with designators, test hole technicians, and utilities.
7. **Deliverables** – Deliverables will include individual test hole reports.

**Exclusions and Assumptions:**

1. At this time, geotechnical borings or subgrade information have not been provided. Large stones, shale, construction debris, or other subsurface conditions including a high groundwater table may limit the ability of our equipment to excavate to the utility and or make it very difficult to visually verify the utility condition and material.
2. This proposal assumes test holes will be repaired consistent with the cold patch specifications above. Depending upon test holes locations and/or local, county and state permit requirements, permanent asphalt patch repairs either using hot mix asphalt, asphalt infrared services or cement subbase, are out of the scope of these services. If required, an out-of-scope proposal or supplemental agreement will be prepared before proceeding further.
3. This service will be provided with due diligence and in a manner consistent with standards of the subsurface utility mapping industry. Every reasonable effort will be made to locate all systems of interest whether indicated on records available to us or not. However, we do not guarantee that all existing utility systems can or will be detected. It may not be possible to detect utilities that we do not have prior knowledge of, such as systems that are not depicted on records available to us. Further, this service is not intended to detect non-utility structures such as but not limited to foundations, buried tanks, septic systems, wells, tunnels, concrete or metal structures, or the true size and limits of subsurface utility vaults and manholes.
4. In order to provide a cost-effective service that causes minimal disturbance to site amenities and utilities, and is acceptable to permitting agencies, the size of the Test Hole excavation is kept to a minimum. The diameter of most pipes greater than 24" cannot be recovered directly from one test hole and it may be



necessary to perform additional holes.

- 5. Encased systems and non-encased conduit banks are typically exposed on one edge. This allows the test hole to be excavated down the side of the utility until a discernable bottom edge can be evaluated. Although it is usually possible to determine the bottom edge of these systems, it is not possible to determine conditions under these or other utility systems, such as concrete over pour and other utilities. It is important for the designer to remember that the bottom edge of an encased system or unencased conduit bank may not represent its lowest point, and that the shape of the system may not be the same on both sides.

**FEE SCHEDULE**

<b>UTILITY TEST HOLE SERVICES</b>			
<u>Resource</u>	<u>Rate</u>	<u>Units (Hrs)</u>	<u>Fee</u>
<i>Test Hole 0'-6'</i>	\$ 510.45	42	\$ 21,438.90
<i>Contingent Feet (\$/ft beyond 6' in depth)</i>	\$ 112.00	6	\$ 672.00
<i>Administrative</i>	\$ 60.00	1	\$ 60.00
<b>Direct Expenses</b>			
<i>Mileage (\$/mi.)</i>	\$ 0.560	1020	\$ 571.20
<i>Permits</i>	\$ 180.00	As Needed	\$ -
<i>Arrow Board</i>	\$ 80.00	As Needed	\$ -
<b>TOTAL FEE ESTIMATE</b>			<b>\$ 22,742.10</b>

Our total estimated cost for this project is \$22,742.10. If you have any questions or concerns regarding this proposal, please do not hesitate to call Lee Reumann at (561)586-0790 or email [lreumann@inframap.net](mailto:lreumann@inframap.net). We look forward to working with Chen Moore & Associates on this project.

Regards,

Lee Reumann  
Survey Manager

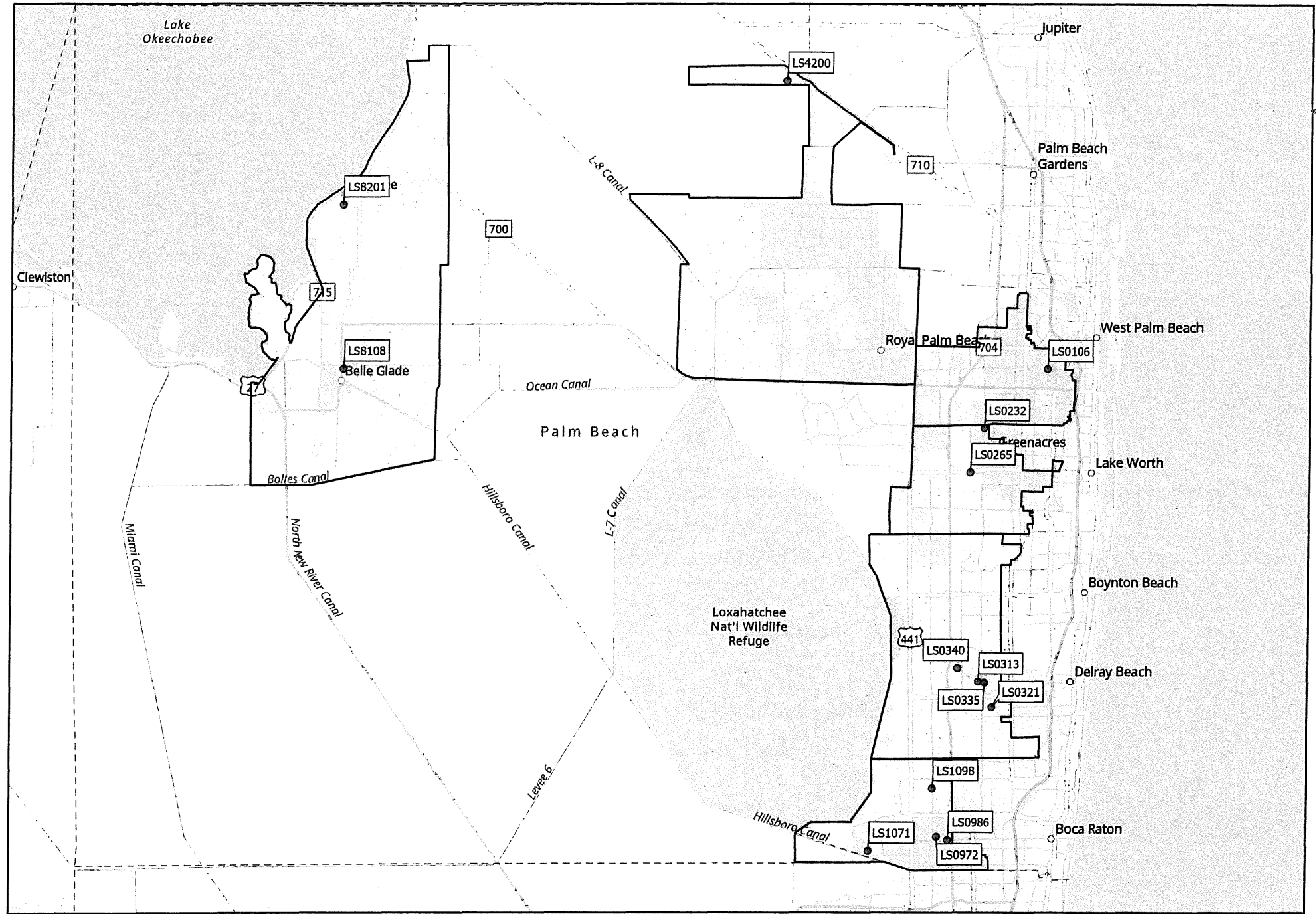
**ATTACHMENT F**

Palm Beach County Water Utilities Department  
 Contract for Consulting/Professional Services  
*General Utility, Architectural and Value Engineering Services*  
 Resolution No. R2020-1891 Contract Dated 12/15/2020

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

<b>Master Contract Goals</b>	<b>SBE: 27%</b>	<b>MBE: 17%</b>	<b>MBE (B): 17%</b>
<b>Current Proposal</b>			
Value of Authorization No. <u>10</u>	\$351,981.16		
Value of SBE-M/WBE Letters of Intent	\$109,006.16	\$109,006.06	\$109,006.06
Actual Percentage	30.96%	30.96%	30.96%
<b>Signed/Approved Authorizations</b>			
Total Value of Authorizations	\$773,688.64		
Total Value of SBE-M/WBE Signed Subcontractors	\$184,123.72	\$64,123.72	\$64,123.72
Actual Percentage	23.79%	8.28%	8.28%
<b>Signed/Approved Authorizations Plus Current Proposal</b>			
Total Value of Authorization	\$1,125,669.80		
Total Value of Subcontractors & Letters of Intent	\$327,021.88	\$173,129.78	\$173,129.78
Actual Percentage	29.05%	15.38%	15.38%

Revised 12/06/2021

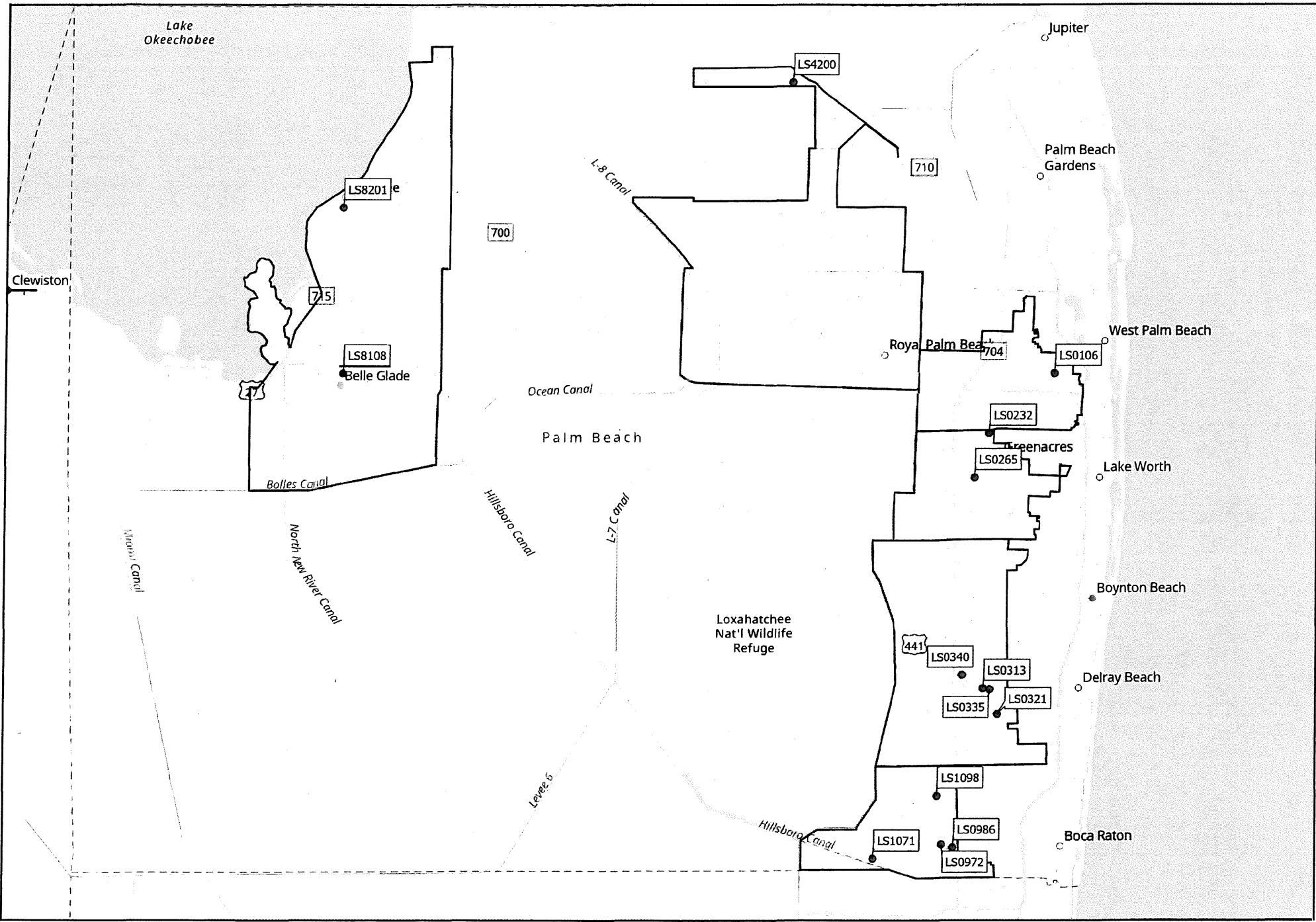


**Palm Beach County  
Water Utilities  
Department**  
8100 Forest Hill Blvd.  
West Palm Beach, FL 33416  
(561) 493-6251

**ATTACHMENT G  
Location Map  
PBCWUD Project No. 22-001**



- PBCWUD
- Lift Stations



**Palm Beach County**  
**Water Utilities**  
**Department**  
 8100 Forest Hill Blvd.  
 West Palm Beach, FL 33416  
 (561) 493-6251

**ATTACHMENT 2**  
**Location Map**  
**PBCWUD Project No. 22-001**



- PBCWUD
- Lift Stations

DATE: 11/11/11  
 TIME: 10:00 AM  
 DRAWN BY: [unreadable]  
 CHECKED BY: [unreadable]



ATTACHMENT 3

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/21/2021

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.

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.

Table with PRODUCER and INSURED information, including contact details for Wendy Tyree and insurance coverage details for Crum & Forster Specialty Insurance Co and Old Dominion Insurance Co.

COVERAGES CERTIFICATE NUMBER: 22-23 Cert REVISION NUMBER:

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

Main table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF, POLICY EXP, LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liability, Workers Compensation, and Professional Liability.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Re: WUD Project #19-077R - Reference #DX00001236
Palm Beach County Board of County Commissioners are included as additional insured under the terms and conditions of the attached forms on the General Liability policy...

Table with CERTIFICATE HOLDER (Palm Beach County Insurance Compliance) and CANCELLATION (SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/21/2021

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).

<b>PRODUCER</b> Libertate Insurance Services, LLC 20 N. Orange Avenue, Suite 500 Orlando, FL 32801  www.libertateins.com	<b>CONTACT NAME:</b> Engage PEO Certificate of Insurance Dept.	
	<b>PHONE (A/C. No. Ext):</b> 727-565-2950	<b>FAX (A/C. No):</b> 833-281-6731
<b>E-MAIL ADDRESS:</b> wc@engagepeo.com		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURER A:</b> Illinois National Insurance Co.		23817
<b>INSURER B:</b>		
<b>INSURER C:</b>		
<b>INSURER D:</b>		
<b>INSURER E:</b>		
<b>INSURER F:</b>		

**COVERAGES** **CERTIFICATE NUMBER:** 65714772 **REVISION NUMBER:**


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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WC013220615	1/1/2022	1/1/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000

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

Coverage is provided to the leased employees of, but not the subcontractors of, The S2 HR Group, LLC dba Engage PEO (A PEO) Chen Moore & Associates, Inc. (A client of PEO)  
 Waiver of Subrogation in favor of Palm Beach County Water Utilities Department.  
 CONTRACT FOR CONSULTING/PROFESSIONAL SERVICES UTILITY DISTRIBUTION AND COLLECTION SYSTEM ENGINEERING SERVICES  
 WUD PROJECT NO. 19-082

**CERTIFICATE HOLDER****CANCELLATION**

191083-FL  Palm Beach County Water Utilities Department c/o Director Utilities Engineering 8100 Forest Hill Boulevard	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  Paul R. Hughes 
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ACORD 25 (2016/03)

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65714772 | 21/22 WC (Florida Master Only) Ill National | Brenda Paulino | 12/21/2021 2:49:34 PM (EST) | Page 1 of 2  
 This certificate cancels and supersedes ALL previously issued certificates.