

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date:	January 10, 2023	<input checked="" type="checkbox"/>	Consent	<input type="checkbox"/>	Regular
		<input type="checkbox"/>	Workshop	<input type="checkbox"/>	Public Hearing
Department:	Engineering & Public Works Department				
Submitted By:	Engineering & Public Works Department				
Submitted For:	Roadway Production Division				

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Consultant Service Authorization (CSA) No. 1 to the Civil Engineering Annual Services Contract (R2022-0462) dated May 17, 2022 (Contract) with Keith and Associates, Inc. (KAI) in the amount of \$111,946.24 for the El Clair Ranch Road and Pipers Glen Boulevard Intersection Improvements (Project).

SUMMARY: Approval of this CSA will provide the professional services necessary to design a new intersection to include a roundabout for the Project. The Affirmative Procurement Initiatives selected for this Contract on June 16, 2021 by the Goal Setting Committee are a 20% Small Business Enterprise (SBE) participation and a Minority Business Enterprise evaluation preference for African American owned firms. KAI agreed to 51% SBE participation for the Contract. They agreed to 51.21% SBE participation for this CSA. Their cumulative SBE participation to date for the Contract including this CSA is 51.21%. KAI has an office located in Palm Beach County (County). **This Project is included in the Five-Year Road Program. District 5 (YBH)**


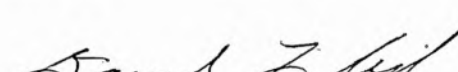
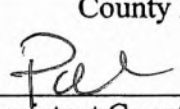
Background and Justification: On May 17, 2022, the Board of County Commissioners (BCC) approved the Contract with KAI to provide the professional services for Civil Engineering throughout the County. The fee, as detailed in **Exhibit B** of the attached CSA, has been negotiated as just and reasonable compensation as follows:

Basic Services (Lump Sum)	\$ 76,233.42	(Roadway and Drainage Analysis and Plans, Utility Coordination, Permitting and Signing and Pavement Marking Analysis and Plans)
Reimbursable Services (Not to Exceed)	\$ 34,704.82	(Survey and Geotechnical)
Optional Services (Not to Exceed)	\$ 1,008.00	(Post Design)
Total:	\$111,946.24	

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

Attachments:

1. Location Map
2. CSA No. 1 with Exhibits A, B, C, D & Ebix Insurance Compliance (2)

Recommended by:  YBH/TEL	 County Engineer	12/12/2022 Date
Approved By: 	Assistant County Administrator	12/20/22 Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures	\$ 156,725	-0-	-0-	-0-	-0-
Operating Costs	-0-	-0-	-0-	-0-	-0-
External Revenues	-0-	-0-	-0-	-0-	-0-
Program Income (County)	-0-	-0-	-0-	-0-	-0-
In-Kind Match (County)	-0-	-0-	-0-	-0-	-0-
NET FISCAL IMPACT	\$ 156,725	-0-	-0-	-0-	-0-
# ADDITIONAL FTE					
POSITIONS (Cumulative)	-0-	-0-	-0-	-0-	-0-

Is Item Included in Current Budget?

Yes ☒ No ☐

Does this item include the use of federal funds?

Yes ☐ No ☒

Budget Account No:

Fund 3505 Dept 361 Unit 1991 Object 6505

Recommended Sources of Funds/Summary of Fiscal Impact:

Road Impact Fee Zone 5

EL Clair Ranch Rd. & Pipers Glen Blvd Intersection

Consultant Service Authorization (CSA) .

• Basic Services	\$ 76,233.42
• Reimbursable	\$ 34,704.82
• Optional Services	\$ 1,008.00
Total Consultant Service Authorization	\$ 111,946.24

Estimated Staff Costs

• Roadway Production	\$ 22,389.25
• Roadway Production: Survey	\$ 5,597.31
• Roadway Production: Right-of-Way	\$ 5,597.31
• Traffic	\$ 11,194.62
Total Staff Costs	\$ 44,778.49

Fiscal Impact **\$ 156,724.73**

C. Departmental Fiscal Review:

III. REVIEW COMMENTS

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

Shirley Martin 12/15/2022
OFMB FA 12/15
12-15-22

A. L. Jaworski 12/19/22
Contract Dev. and Control
FA 12/19/22

B. Approved as to Form
and Legal Sufficiency:

MPHove 12/28/22
Assistant County Attorney

C. Other Department Review:

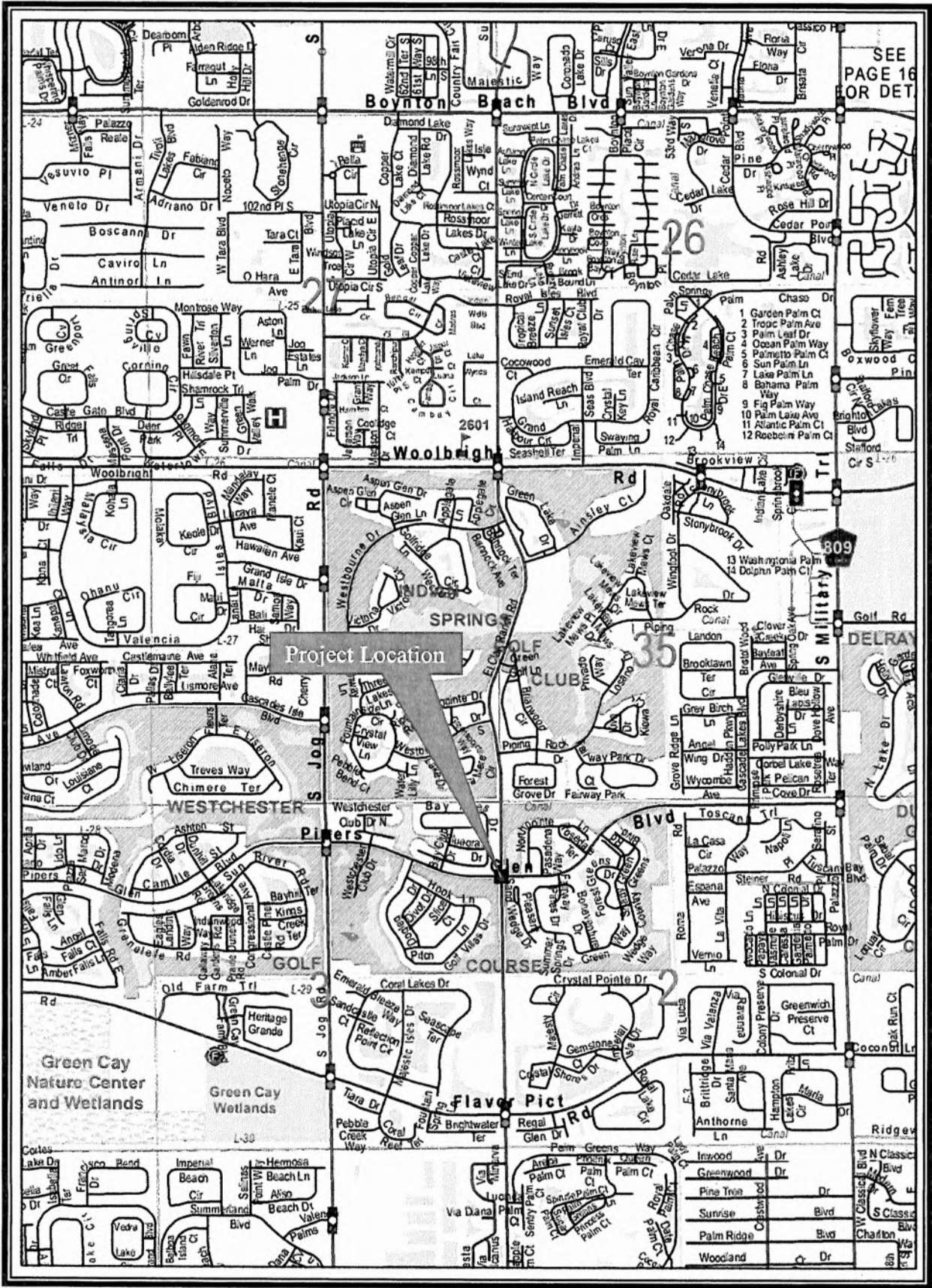
Department Director

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

PROJECT LOCATION

El Clair Ranch Road and Pipers Glen Boulevard Intersection Improvements

Palm Beach County Project #2022508



LOCATION MAP

CONSULTANT SERVICE AUTHORIZATION NO. 1
UNDER THE CIVIL ENGINEERING ANNUAL SERVICES CONTRACT

Project Name: **El Clair Ranch Road and Pipers Glen Boulevard Intersection Improvements**
 Project No: **2022508** Commission District No.: **5**

SBE Participation for this authorization is **51.21%**
 SBE Participation to date for this CSA is **51.21%**
 SBE Commitment is **51%**
 This authorization is under the EBO Ordinance.

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

Account No.: **3505-361-1991-6505**

Consultant Service Authorization No. 1 (CSA) to the Civil Engineering Annual Services Contract dated May 17, 2022 (R2022-0462) (CONTRACT), between the COUNTY and the CONSULTANT identified herein is for the services described in **EXHIBIT A** and **EXHIBIT B** for this CSA.

1. CONSULTANT: **Keith and Associates, Inc.**
2. Address: **301 E. Atlantic Boulevard, Pompano Beach, Florida 33060.**
3. CONSULTANT shall begin work promptly on the requested Services, per the schedule attached as part of **EXHIBIT A**.
4. Scope of Services to be provided by CONSULTANT: Provide professional engineering services to Palm Beach County for the El Clair Ranch Road and Pipers Glen Boulevard Intersection Improvements project. Design a new roundabout at the El Clair Ranch Road and Pipers Glen Boulevard intersection and provide surveying services in accordance with the attached **EXHIBIT A** dated September 14, 2022.
5. The compensation to be paid CONSULTANT for providing the requested services as detailed in **EXHIBIT B** shall be:

[x] Basic Services in a lump sum fee of	\$ 76,233.42
[x] Reimbursable Expenses capped at	\$ 34,704.82
[x] Optional Services capped at	<u>\$ 1,008.00</u>
Totaling	<u>\$111,946.24</u>
- [x] OEBO Schedules 1 & 2 **EXHIBIT C**
- [x] CSA History **EXHIBIT D**
6. All terms of the CONTRACT shall apply to this CSA.

CONSULTANT SERVICE AUTHORIZATION NO. 1
UNDER THE CIVIL ENGINEERING ANNUAL SERVICES CONTRACT

IN WITNESS WHEREOF, this CSA is accepted as of the date signed by the COUNTY below, subject to the terms and conditions of the aforementioned CONTRACT.

CONSULTANT:

Keith and Associates, Inc.

Federal ID: 65-0806421

Signed: _____

Typed Name: Alexander S. Lazowick, P.E.

Title: Corporate Vice President

Date: 12.12.2022

Approved as to Terms and Conditions

By: ✱ _____

Typed Name: Morton L. Rose, P.E.

Title: Division Director

ATTEST WITH _____

Signed: _____

Typed Name: Shekinah Weber

Title: Administrative Assistant

Date: 12.12.2022



CONSULTANT SERVICE AUTHORIZATION NO. 1
UNDER THE CIVIL ENGINEERING ANNUAL SERVICES CONTRACT

{SIGNATURE PAGES CONTINUED}

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

Signed: _____

Typed Name: _____

Title: Gregg K. Weiss, Mayor

Date: _____

ATTEST:

Joseph Abruzzo
Clerk of the Circuit Court & Comptroller

By: _____
Deputy Clerk

Approved as to Form and Legal Sufficiency

By: ybh/tel _____

Typed Name: Yelizaveta B. Herman

Title: Assistant County Attorney

CONSULTANT SERVICE AUTHORIZATION NO.1 PURSUANT TO THE CIVIL
ENGINEERING ANNUAL SERVICES CONTRACT BETWEEN
PALM BEACH COUNTY
AND KEITH AND ASSOCIATES, INC. (KEITH)

September 14, 2022
Rev: 9/2/22
Rev: 9/14/22

CONSULTANT SERVICE AUTHORIZATION NO. 1

PROJECT NO. 2022508 (COUNTY) 12424.02 (KEITH)

TITLE: El Clair Ranch Road and Pipers Glen Boulevard Intersection Improvements

This Consultant Service Authorization No. 1 (CSA) is pursuant to the Civil Engineering Annual Services Contract between Palm Beach County (COUNTY) and KEITH (CONSULTANT), approved by the COUNTY on May 17, 2022 (R2022-0462).

PROJECT

The CONSULTANT will provide engineering and surveying services for the El Clair Ranch Road and Pipers Glen Boulevard intersection improvements project. The Project Site is located in Boynton Beach, FL. The project involves the design of a proposed roundabout at this intersection to eliminate the 4-way stop condition. The project limits will be extended approximately 500 feet from the center of intersection in each direction to accommodate 30:1 travel lanes transitions for all approaches and match existing striping, eliminate existing left turn lanes and drain stormwater runoff into existing catch basins. Additional information in graphic format is included on the following page.

The scope of work is specifically described on the following pages and does not include work by other necessary disciplines unless specifically noted in the contract. For this project CONSULTANT has included Brown & Phillips, Inc. for survey services, Pacifica Engineering Services, LLC for Geotechnical, and Propel Engineering, Inc. for civil engineering services.

The COUNTY is responsible to provide a full right of way package, utility coordination including Sunshine 811 tickets and as-builts, and to remove the existing traffic signal and appurtenances. No signalization plans or landscape architecture services are included with this proposal.

Plans will be prepared in accordance with Palm Beach County Roadway Design Procedures (January 2019), Palm Beach County Typicals for Pavement Markings, Signing & Geometrics (T-P-21), the AASHTO Roadside Design Guide, the Manual of Uniform Minimum Standards for Design, Construction and Maintenance (Florida Greenbook) and FDOT Design Standards.

www.KEITHteam.com

pompano beach (HQ) • fort Lauderdale • miami • west palm beach • orlando • tallahassee

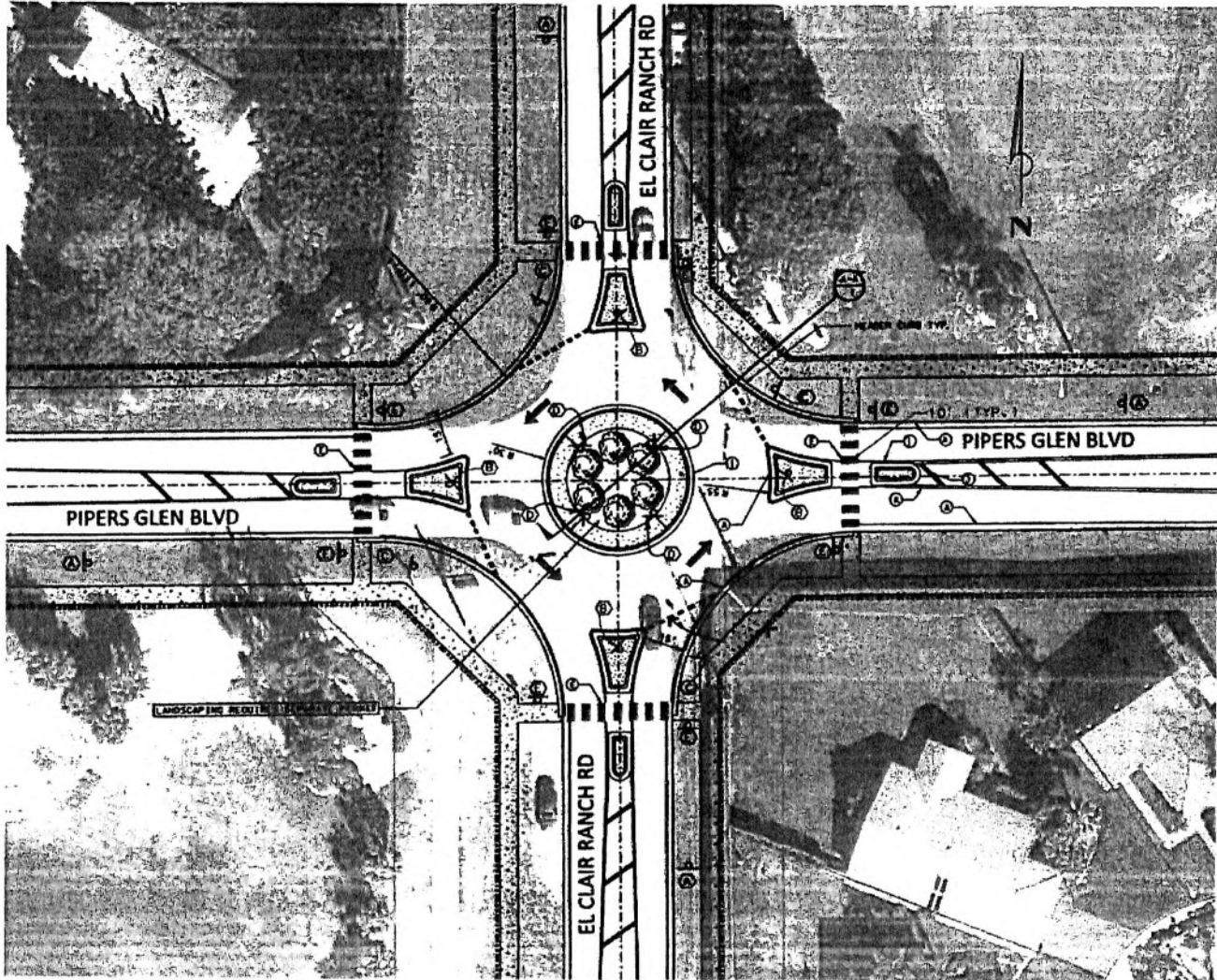
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Site Aerial



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Conceptual Plan (By COUNTY)



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SCOPE OF SERVICES

SURVEY SERVICES (Brown & Phillips, Inc.)

Survey services will be provided by Brown & Phillips, Inc. See below and attached subconsultant proposal.

The CONSULTANT will perform a specific purpose/topographic survey under this project and the survey work will be performed in accordance with the current Standards of Practice and Palm Beach County Roadway Design Procedures dated January 2019, and all COUNTY requirements. All survey work done will result in a signed and sealed survey drawing (all to be delivered to the County office for review and approval) in accordance with all applicable requirements, Roadway Design Standards of 2019 (appendix C, D & F), codes, rules, and Statutes governing Surveying and Mapping.

Task 100 Boundary and Topographic Survey

Horizontal project network control

Using the information supplied by COUNTY, the CONSULTANT will establish the Right-of-Way for El Clair Ranch Road and Pipers Glen Boulevard. A traverse will run through the route and found monumentation will be tied in. The survey will be oriented to COUNTY horizontal control (NAD 83/11 Adjustment). We will obtain the sectional and geodetic control information from the Palm Beach County Survey Department. We will prepare a project network control (PNC) sheet meeting COUNTY standards. The Project Network Control (PCN) sheets will be part of the survey, signed, certified signed & sealed within the survey.

The limits of the survey are El Clair Ranch Road, 500 feet \pm in each direction from the centerline of Pipers Glen Boulevard, and Pipers Glen Boulevard 500 feet \pm in each direction from the centerline of El Clair Ranch Road (see included map).

Right-of-way

The CONSULTANT will review and compile any title information furnished to us for the rights-of-way (R/W), abutting properties, easements, and restrictions. No search of the Public Records will be performed by Brown & Phillips, Inc. The CONSULTANT will review the title package and plot all right-of-way documents and easements on the Survey and alert the COUNTY of any missing R/W segments that make up the entire R/W corridor. All gaps or overlaps will be brought to the COUNTY's attention.

Vertical project network control

A level run will be performed along the route using the existing COUNTY benchmarks (NAVD 1988). Benchmarks will be set along the route, not exceeding 600 feet apart. All benchmarks will be set outside of the proposed limits of construction.

Baseline layout

The CONSULTANT will lay out the baseline at 100-foot intervals setting appropriate points at each station. The baseline will be laid out within the limits of the 2,000-foot route. These baseline points will be used in the topographic and cross section phase to locate features and facilitate checks.

Horizontal control points

The historic baseline of survey (if available) will be tied to a pair of PBCo. Horizontal Control Points at each end of the baseline. Stations and offsets and State Plane Coordinates and monumentation will be labeled at begin and end of historic baseline as well as PI's, PC's, PT's, PRC's, and PCC's along the baseline not to exceed 1,000 feet between control stations. All monumentation along the historic baseline will be



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referenced to the intervisible random project control monumentation. The CONSULTANT proposes to set four (4) horizontal control points.

Section ties and property ties

The CONSULTANT will tie in section corners and property corners along the route to check the present alignment of El Clair Ranch Road and Pipers Glen Boulevard. We will try to locate as many corners as possible to positively establish the current rights of way. The CONSULTANT will tie in a minimum of two (2) COUNTY geodetic points to meet COUNTY requirements. Subdivision corners, section corners and other existing control monumentation that will assist in the establishment of the R/W will be located and shown on the Survey.

Topography

A topographic survey will be performed along the route. This survey will tie in all visible features such as, but not limited to, signs, light poles, guardrails, utilities, walks, edge of pavement, curbing, drainage structures, striping, etc. These locations will show all features within the corridor from right of way to right of way extending to 25 feet outside the proposed right of way (if provided prior to start of the field work).

Cross sections and tin creation (dtm)

Cross sections will be done along the route at 50-foot intervals. These cross sections will cover the roadway to the right of way lines and extend to 25 feet outside of the right of way (if provided prior to start of the field work). In addition, we will prepare a TIN file and all the corresponding break lines for the design of the roadway. Since a TIN is required, this will entail additional shots to be taken on the cross sections to accurately depict the existing conditions.

As-builts

The CONSULTANT will attempt to get as-built information on all the pipes leading out of any storm structures found. We will show invert elevations, pipe sizes and materials for all pipes located including outfall pipes.

Underground utilities

The CONSULTANT will locate or set points for any necessary soil borings along the route. These points will be determined by others and supplied to Brown & Phillips, Inc. Brown & Phillips, Inc. will locate any underground utilities that are marked in the field.

Tree locations

The CONSULTANT will locate the native trees (4 inches and larger measured at breast height) and shrubs/hedges within the right of way of El Clair Ranch Road and Pipers Glen Boulevard. These will be shown on the CADD file with types and caliper sizes. Not a tree survey.

Closure

A certified signed and sealed Topographic Survey (11" x 17" sheets on a 1" = 40' scale) will be prepared and delivered, to be included with the engineering plans (sheets SURX-SURXX) showing the existing right-of-way and supporting record information in addition to all improvements as outlined. The CONSULTANT will also provide a printout of the right-of-way information in hard copy and digital format (CAD and PDF), as part of the approved survey plan submittal, showing labels referencing each document used to plot the right-of-way. The CONSULTANT will provide to Palm Beach County Survey Section with one (1) set certified, signed & sealed, of the Survey, one (1) set in PDF digitally signed and CAD files in the version requested. Any additional work will be done on an hourly basis as approved by you.

GEOTECHNICAL ENGINEERING SERVICES (Pacifica Engineering Services, LLC)

Geotechnical engineering services will be provided by Pacifica Engineering Services, LLC. See below and



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attached subconsultant proposal.

Task 200 Geotechnical Engineering

Based on the requested scope, the CONSULTANT proposes to perform the following geotechnical field services:

- Perform four (4) Standard Penetration Test (SPT) borings, at intersection widening areas
- Obtain (4) Pavement Cores one at each travel lane of intersection.

The SPT borings will be performed with truck-mounted machinery using rotary drilling procedures. Samples of the in-place materials will be recovered with a standard split barrel driven with a 140-pound hammer falling 30 inches (the Standard Penetration Test in accordance with ASTM D1586). After completion of drilling, all boreholes will be grouted, asphalt cold patch applied not in the wheel path, where needed, and the site generally cleaned, as required.

Underground utility clearance will be required prior to the commencement of the geotechnical field exploration. Therefore, the CONSULTANT will contact "Sunshine One-Call" Service to obtain underground public utility clearance. The CONSULTANT understands that private utilities will be marked by others prior to each mobilization.

Maintenance of Traffic (MOT) will be needed to perform the geotechnical scope of work. The CONSULTANT will submit MOT plans with an estimated schedule in accordance with FDOT standards for approval prior to the start of fieldwork. The CONSULTANT will use FDOT Maintenance of Traffic (MOT) Plans Design Standards Index Series 600 when developing MOT plans.

GEOTECHNICAL REPORT DELIVERABLES

After the geotechnical field exploration is completed, a geotechnical engineer will review the soil samples and select samples will be tested for physical properties such as gradation, moisture content and organic content, if deemed necessary. The results of the geotechnical exploration will be transmitted in a report which will specifically contain the information listed below:

1. A location plan of the site showing the location of the soil borings.
2. Logs of the exploratory borings, which furnish the results of the borings and SPT sampling.
3. The existence of organic soils or any other soil conditions.
4. Groundwater readings during the time of the field exploration.
5. On-Site Soil Suitability
6. Pavement Core Photographic Documentation and Data Table

CIVIL/TRANSPORTATION ENGINEERING SERVICES (KEITH)

Civil/Transportation engineering services provided by KEITH are described below.

Task 501 Roadway Analysis

Pavement Design

The pavement section utilized will match the Palm Beach County standard pavement section.

Cross Slope Correction

Roadway cross slope to match existing at connection points. Cross slope correction is not included in this proposal.

Horizontal/Vertical Design Files



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The CONSULTANT will design the geometrics using the criteria guidance previously mentioned with proper consideration given to the design traffic volumes, design speed, capacity and levels of service, functional classification, adjacent land use, design consistency and driver expectancy, aesthetics, existing vegetation to be preserved, pedestrian and bicycle concerns, ADA requirements, Vision Zero, sight distance, access management, and scope of work.

A WB-50 design vehicle will be used to set geometry of Roundabout utilizing Auto Turn software. Grading of roundabout will be performed to ensure proper drainage.

Progress Review Meetings

The CONSULTANT's team will attend up to four (4) review meetings with COUNTY to discuss project specifics and progress. Two (2) team members will attend to these meetings estimating three (3) hours per meeting including meeting minutes preparation.

Quantities

The CONSULTANT will develop accurate quantities and the supporting documentation, including construction days when required.

Cost Estimate

The CONSULTANT will prepare two (2) cost estimates, preliminary and final.

Field Reviews

The CONSULTANT will perform two (2) field reviews with two people at each review.

Deliverables

- 1. Cost Estimates (2)
- 2. Progress Reports and/or meeting minutes

Task 502 Roadway Plans

The CONSULTANT will prepare roadway plans with aerial background in accordance to approved concept design and will incorporate any review comments from the COUNTY. Construction plans and profile will be prepared on 11" x 17" sheets with 1" = 40' scale for horizontal and 1" = 4" for vertical. Plans will be prepared in AutoCAD format.

Plans submittals will be at 35%, 65%, 96%, 100%, and Final. Construction plans will be prepared in accordance with Palm Beach County Thoroughfare Design Procedures.

Roadway plans will include:

- 1. Key Sheet
- 2. Typical Sections
- 3. General Notes
- 4. Summary of Quantities
- 5. Roadway and Roundabout Plan and Profile
- 6. Paving and Drainage Details
- 7. Cross sections
- 8. Utility Adjustment Sheets (if needed)

Deliverable

- 1. Roadway Plans (35%, 65%, 96%, 100%, and Final)
- 2. CADD files (all submittals)

Task 503 Drainage Analysis and Drainage Plans



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Drainage plans and details will be incorporated into Roadway Plans per task 503 and will be prepared to meet the requirements of jurisdictional regulatory agencies.

Calculations will be performed to address the impacts of the proposed roundabout relating to the requirements for permit agency submittal. Calculations will be based on pre vs post development conditions to determine any increase on impervious area. Water quality/quantity requirement can be met at swale as much as possible.

The existing drainage system will be supplemented with curbs and regrading of existing swales to direct the stormwater runoff from roundabout into existing system. No new drainage structures or pipes are anticipated for this project.

Task 504 Engineering Permitting

The CONSULTANT will prepare and submit the permit application for the construction improvements and process it through the following regulatory agency:

Paving, Grading, and Drainage System

- South Florida Water Management District (SFWMD) – Stormwater ERP Request for Exemption

If additional permits are required, The CONSULTANT will process them and the fees for these additional services will be submitted to COUNTY as additional services under a contract addendum if required.

Deliverables

1. Permit applications and submittal documents required for above listed regulatory agencies for the listed project improvements.

CIVIL ENGINEERING SERVICES (Propel Engineering, Inc.)

Civil engineering services provided by Propel Engineering, Inc. are described below. See attached subconsultant proposal.

SIGNING AND PAVEMENT MARKING AND UTILITY COORDINATION

The CONSULTANT will provide signing and pavement marking and utility coordination in connection with a roundabout design at the intersection of El Clair Ranch Rd and Pipers Glen. The limits of the project will be as follows:

- Pipers Glen Blvd from approximately five hundred feet west of El Clair Ranch Rd to five hundred feet east of El Clair Ranch Rd.
- El Clair Ranch Rd from approximately five hundred feet south of Pipers Glen Blvd to five hundred feet north of Pipers Glen Blvd.

Task 550 Utility Coordination

The CONSULTANT will assist Palm Beach County in the utility coordination effort as follows:

- Provide Plans to Palm Beach County for Utility Coordination.
- Attend four utility coordination meetings, prepare meeting minutes, and follow up on action items.
- Plot utility information on plans for inclusion in the construction plan package.
- Prepare utility conflict matrix and coordinate with utility owners through Palm Beach County.

Task 551 Pavement Marking and Signing Plans

Pavement Marking and Signing Plans will be prepared to conform to the proposed roadway



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improvements in accordance with Palm Beach County Standards. These plans will be prepared as a separate set of documents and include:

- Cover Sheet
- General Notes
- Summary of Quantity Sheets
- Plan Sheets
- One Signing and Pavement Marking Detail

Task 800 OPTIONAL SERVICES - Construction Engineering (Post Design)

Optional Services will include CONSULTANT to provide construction engineering services in order to ensure the integrity of the design intent and certify to the COUNTY and other jurisdictional agencies that the construction work has been completed in substantial compliance with the approved documents and permits.

Project Schedule

Subsequent to the issuance of a Notice to Proceed from the COUNTY, the CONSULTANT will commence work on the project. We anticipate completing the services and tasks included in this CSA within 11 Months.

Table 1 Schedule Estimate of Services

TASK	DURATION
Task 100 - Boundary and Topographic Survey (Brown & Phillips, Inc)	9 weeks
Task 200 - Geotechnical Engineering (Pacifica Engineering Services LLC)	5 weeks Concurrent with Task 100
Task 501 - Roadway Analysis (KEITH)	3 months
Task 502 - Roadway Plans (KEITH)	2 months
Task 503 - Drainage Analysis and Drainage Plans (KEITH)	Concurrent with Task 503
Task 504 - Engineering Permitting (KEITH)	2 months
Task 550 - Utility Coordination (Propel Engineering, Inc.)	Concurrent with all Tasks
Task 551 - Signing and Pavement Marking Plans (Propel Engineering, Inc.)	2 months
Task 800 - OPTIONAL SERVICES - Construction Engineering (Post Design)	5 hours



Estimate of Work Effort and Cost

Name of Project:		El Clair Ranch and Pipers Glen Blvd Intersection Improvements				Consultant Name:		Keith & Associates, Inc. dba KEITH	
PBC Project Number:		2022508				Consultant Number:		12424.02	
						Date:		9/14/2022	
Task Description	Total Staff Hours	Staff Categories				Staff Hours By Activity	Salary Cost By Activity	Average Rate Per Task	
			Project Manager	Project Engineer	Engineer				
			\$80.00 ✓	\$67.00 ✓	\$52.00 ✓				
BASIC SERVICES									
1 Roadway Analysis (Task 501)	200.0 ✓		20.0	60.0	120.0	200.0 ✓	\$11,860.00 ✓	\$	59.30
2 Roadway Plans (Task 502)	130.0 ✓		15.0	25.0	90.0	130.0 ✓	\$7,555.00 ✓	\$	58.12
3 Drainage Analysis and Drainage Plans (Task 503)	22.0 ✓		0.0	4.0	18.0	22.0 ✓	\$1,204.00 ✓	\$	54.73
4 Engineering Permitting (Task 504)	12.0 ✓		0.0	2.0	10.0	12.0 ✓	\$654.00 ✓	\$	54.50
Total Staff Hours (Basic Services)		364.0	35.0 ✓	91.0 ✓	238.0 ✓	364.0			
Total Staff Cost (Basic Services)			\$2,800.00 ✓	\$6,097.00 ✓	\$12,376.00 ✓		\$21,273.00 ✓	\$	58.44
OPTIONAL SERVICES									
1 Construction Engineering (Post Design) (Task 800)	5.0 ✓		5.0			5.0 ✓	\$400.00 ✓	\$	80.00
Total Staff Hours (Optional Services)		5.0 ✓	5.0 ✓	0.0 ✓	0.0 ✓	5.0 ✓			
Total Staff Cost (Optional Services)			\$400.00 ✓	\$0.00 ✓	\$0.00 ✓		\$400.00	\$	80.00
EBO SBE Calculation for this Fee Summary			SBE \$	Non-SBE \$					
Keith & Associates, Inc. dba KEITH - Civil				\$54,615.96 ✓					
Brown & Phillips, Inc. - Survey			\$20,673.00 ✓						
Pacifica Engineering Services, LLC - Geotechnical			\$14,031.82 ✓						
Propel Engineering, Inc. - Civil			\$22,625.46 ✓						
Totals			\$ 57,330.28 ✓	\$ 54,615.96 ✓					
SBE % Achieved			51.21% ✓						
SBE % Committed			51.00%						
						Basic Services:			
Salary Related Costs:						\$21,273.00			
Contract Multiplier						2.52 ✓			
Subtotal Basic Services (KEITH):						\$53,607.96 ✓			
Propel Engineering, Inc. - Civil						\$22,625.46 ✓			
Subtotal Basic Services (Subconsultants)						\$22,625.46 ✓			
Basic Services Total:						\$76,233.42 ✓			
						Reimbursables:			
Brown & Phillips, Inc. - Survey						\$20,673.00 ✓			
Pacifica Engineering Services, LLC - Geotechnical						\$14,031.82 ✓			
Reimbursables Total:						\$34,704.82 ✓			
						Optional Services:			
Construction Engineering - Post Design						\$400.00			
Contract Multiplier						2.52 ✓			
Prime Consultant (Loaded)						\$1,008.00 ✓			
Optional Services Total:						\$1,008.00 ✓			
Grand Total Estimated Fees:						\$111,946.24 ✓			

**El Clair Ranch Rd and Pipers Glen Blvd Intersection Improvements
KEITH**

Roadway Design (Task 501)

Task	Units	No of Units	Hours/Units	Total Hours	Comments
501.1 Pavement Design (Typical Section)	LS	1	15	15 ✓	for roadway, roundabout and details
501.2 Horizintal/Vertical Design Files	LS	1	100	100 ✓	
501.3 Progress Review Mettings	LS	4	6	24 ✓	2 people @ 3hrs (+ meeting minutes per meeting)
501.4 Quantities	LS	1	25	25 ✓	
501.5 Cost Estimate	LS	1	20	20 ✓	preliminary and final
501.6 Field Reviews	EA	2	8	16 ✓	2 people @ 4hrs per review
Total				200 ✓	

Roadway Plans (Task 502)

Task	Units	No of Units	Hours/Units	Total Hours	Comments
502.1 Ket Sheet	Sheet	1	4	4 ✓	
502.2 Typical Sections	Sheet	2	6	12 ✓	
502.3 General Notes	Sheet	1	4	4 ✓	
502.4 Summary of Quantities	Sheet	1	8	8 ✓	
502.5 Roadway Plans and Profiles	Sheet	4	18	72 ✓	
502.6 Paving and Grading Details	Sheet	1	6	6 ✓	
502.7 Cross Sections	Sheet	12	2	24 ✓	
Total				130 ✓	

Dainage Analysis amd Drainage Plans (Task 503)

Task	Units	No of Units	Hours/Units	Total Hours	Comments
503.1 Pre vs post calculations	LS	1	22	22 ✓	
Total				22 ✓	

Engineering Permitting (Task 504)

Task	Units	No of Units	Hours/Units	Total Hours	Comments
504.1 SFWMD ERP Exemption	LS	1	12	12 ✓	
Total				12 ✓	

OPTIONAL SERVICES - Construction Engineering (Post Design) (Task 800)

Task	Units	No of Units	Hours/Units	Total Hours	Comments
800.1 Construction Engineering (Post Design)	LS	1	5	5 ✓	
			Total	5 ✓	



June 22, 2022

Revised August 18, 2022

Ms. Melanie McFadden, EI
 KEITH
mmcfadden@keithteam.com

**Re: El Clair Ranch Rd. and Pipers Glen Blvd. Intersection Improvements – KEITH Project No. 12424.00
 Specific Purpose and Topographic Survey**

Dear Melanie:

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

We will perform a specific purpose/topographic survey under this project and the survey work will be performed in accordance with the current Standards of Practice and Palm Beach County Roadway Design Procedures dated January 2019, and all Palm Beach County requirements. All survey work done will result in a signed and sealed survey drawing (all to be delivered to the County office for review and approval) in accordance with all applicable requirements, Roadway Design standards of 2019 (Appendix C, D & F), codes, rules and Statutes governing Surveying and Mapping.

I. HORIZONTAL PROJECT NETWORK CONTROL

Using the information supplied by Palm Beach County, we will establish the Right-of-Way for El Clair Ranch Road and Pipers Glen Boulevard. A traverse will be run through the route and found monumentation will be tied in. The survey will be oriented to Palm Beach County horizontal control (NAD 83/11 Adjustment). We will obtain the sectional and geodetic control information from the Palm Beach County Survey Department. We will prepare a project network control (PNC) sheet meeting Palm Beach County standards. The Project Network Control (PNC) sheets will be part of the survey, signed, certified signed & sealed within the survey.

The limits of the survey are El Clair Ranch Road, 500'± in each direction from the centerline of Pipers Glen Boulevard, and Pipers Glen Boulevard 500'± in each direction from the centerline of El Clair Ranch Road (see included map).

II. RIGHT-OF-WAY

We will review and compile any title information furnished to us for the rights-of-way (R/W), abutting properties, easements, and restrictions. No search of the Public Records will be performed by Brown & Phillips. We will review the title package and plot all right-of-way documents and easements on the Survey and alert the County of any missing R/W segments that make up the entire R/W corridor. All gaps or overlaps will be brought to the County's attention.

III. VERTICAL PROJECT NETWORK CONTROL

A level run will be performed along the route using the existing Palm Beach County benchmarks (NAVD 1988). Benchmarks will be set along the route, not exceeding 600 feet apart. All benchmarks will be set outside of the proposed limits of construction.

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

M:\PROPOSALS BY COMPANY\Keith\El Clair Ranch Rd and Pipers Glen\El Clair Ranch Rd and Pipers Glen specific purpose and topographic survey scope.doc

McFadden
August 18, 2022
Page 2

IV. BASELINE LAYOUT

We will lay out the baseline at 100-foot intervals setting appropriate points at each station. The baseline will be laid out within the limits of the 2,000' route. These baseline points will be used in the topographic and cross section phase to locate features and facilitate checks.

V. HORIZONTAL CONTROL POINTS

The historic baseline of survey (if available) will be tied to a pair of PBCo. Horizontal Control Points at each end of the baseline. Stations and offsets and State Plane Coordinates and monumentation will be labeled at begin and end of historic baseline as well as PI's, PC's, PT's, PRC's and PCC's along the baseline not to exceed 1000 feet between control stations. All monumentation along the historic baseline will be referenced to the intervisible random project control monumentation. We propose to set four (4) horizontal control points.

VI. SECTION TIES AND PROPERTY TIES

We will tie in section corners and property corners along the route to check the present alignment of El Clair Ranch Road and Pipers Glen Boulevard. We will try to locate as many corners as possible to positively establish the current rights of way. We will tie in a minimum of two (2) Palm Beach County geodetic points to meet County requirements. Subdivision corners, section corners and other existing control monumentation that will assist in the establishment of the R/W will be located and shown on the Survey.

VII. TOPOGRAPHY

A topographic survey will be performed along the route. This survey will tie in all visible features such as, but not limited to, signs, light poles, guardrails, utilities, walks, edge of pavement, curbing, drainage structures, striping, etc. These locations will show all features within the corridor from right of way to right of way extending to 25 feet outside the proposed right of way (if provided prior to start of the field work).

VIII. CROSS SECTIONS and TIN CREATION (DTM)

Cross sections will be done along the route at 50-foot intervals. These cross sections will cover the roadway to the right of way lines and extend to 25 feet outside of the right of way (if provided prior to start of the field work). In addition, we will prepare a TIN file and all the corresponding break lines for the design of the roadway. Since a TIN is required, this will entail additional shots to be taken on the cross sections to accurately depict the existing conditions.

IX. AS-BUILTS

We will attempt to get as-built information on all the pipes leading out of any storm structures found. We will show invert elevations, pipe sizes and materials for all pipes located including outfall pipes.

X. UNDERGROUND UTILITIES

We will locate or set points for any necessary soil borings along the route. These points will be determined by others and supplied to Brown & Phillips, Inc. Brown & Phillips, Inc will locate any underground utilities that are marked in the field.

McFadden
August 18, 2022
Page 3

XI. TREE LOCATIONS

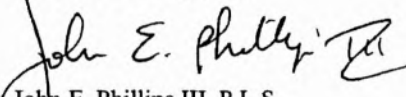
We will locate the native trees (4" and larger measured at breast height) and shrubs/hedges within the right of way of El Clair Ranch Road and Pipers Glen Boulevard. These will be shown on the CADD file with types and caliper sizes. Not a tree survey.

XII. CLOSURE

A certified signed and sealed Topographic Survey (11" x 17" sheets on a 1" = 40' scale) will be prepared and delivered, to be included with the engineering plans (sheets SURX-SURXX) showing the existing right-of-way and supporting record information in addition to all improvements as outlined. We will also provide a printout of the right-of-way information in hard copy and digital format (CAD and PDF), as part of the approved survey plan submittal, showing labels referencing each document used to plot the right-of-way. We propose to provide KEITH and Palm Beach County Survey Section with 1 set certified, signed & sealed, of the Survey, 1 set in PDF digitally signed and CAD files in the version requested. Any additional work will be done on an hourly basis as approved by you. We will perform the scope of services for a **lump sum fee of \$20,673.00** (see Table 'A' for an 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.

Sincerely,

Brown & Phillips, Inc.



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

JEP/mb



TABLE 'A'

EI Clair Ranch Rd. and Pipers Glen Blvd. Intersection Improvements
KEITH Project No. 12424.00

Type of Survey: Roadway Design

Size: 2,000'±

Date: August 18, 2022

TASK	SURVEY CREW (3 PERSON)	CADD TECHNICIAN	SURVEY TECHNICIAN	PROFESSIONAL LAND SURVEYOR	COMMENTS
Meetings and Coordination				2	
Horizontal Project Network Control	4		1		Establish control
Title Review			16	3	Review/compile furnished right-of-way
Vertical Project Network Control	8		1		Set benchmarks along corridor
Baseline Layout	2		0.5		Layout baseline at 100' intervals
Reference Points	4		1		Set horizontal control points and prepare PNC Sheet
Section Ties	2		0.5		Tie in PBCo. Horizontal control
Subdivision & Property Ties	5		4	1	Tie in adjoining property corners
Topography and Cross Sections	28		6	2	Locate all above ground features 50' cross sections, TIN file
As-builts	3				As-built storm structures
Underground Utilities and/or soil borings	2		0.5		Locate soil borings and marked utility
Tree Locations	2		0.5		Locate planted trees in R/W (4" or greater)
Specific Purpose Survey		30	6	3	Prepare drawing of Specific Purpose Survey (5 sheets)
Address Comments			8	4	
Total Hours:	60 ✓	30 ✓	45 ✓	15 ✓	
Rate/Hour	\$65.60 ✓	\$31.00 ✓	\$31.00 ✓	\$42.00 ✓	unloaded rates
Subtotal:	\$3,936.00 ✓	\$930.00 ✓	\$1,395.00 ✓	\$630.00 ✓	
Total Labor Cost (unloaded):					\$6,891.00 ✓
Multiplier:					3.00 ✓
Total Labor Cost (loaded):					\$20,673.00 ✓

TOTAL PRICE**\$20,673.00**



24



June 29, 2022
Revised, July 11, 2022
Revised September 2, 2022
Revised September 7, 2022
Revised September 13, 2022

KEITH

701 Northpoint Pkwy #218,
West Palm Beach, FL 33407

Attention: Mr. Jorge Valle-Pellot, P.E.

Re: Scope of Services for Geotechnical Engineering Services
El Clair Ranch Road and Pipers Glen Boulevard Intersection Improvements
Palm Beach County, Florida
PACIFICA Proposal No.: 610-12013014

Dear Mr. Jorge:

In accordance with our conversations with Mr. Jorge Valle-Pellot, P.E. from Keith and concept plan provided by KEITH, **Pacifica Engineering Services, LLC (PACIFICA)**, is pleased to submit this scope of services to perform a subsurface exploration program for the above-referenced project. Included herein is our understanding of the proposed development along with a scope of services, cost estimates, and anticipated schedules.

It is understood that plans for this project include the design and construction of a new roundabout at the intersection of Clair Ranch Rd and Pipers Glen Blvd.

GEOTECHNICAL SCOPE OF SERVICES

Based on the requested scope, PACIFICA proposes to perform the following geotechnical field services:

- Perform four (4) Standard Penetration Test (SPT) borings, at intersection widening areas
- Obtain (4) Pavement Cores one at each travel lane of intersection.

The SPT borings will be performed with truck-mounted machinery using rotary drilling procedures. Samples of the in-place materials will be recovered with a standard split barrel driven with a 140-pound hammer falling 30 inches (the Standard Penetration Test in accordance with ASTM D1586). After completion of drilling, all boreholes will be grouted, asphalt cold patch applied not in the wheel path, where needed, and the site generally cleaned, as required.

Underground utility clearance will be required prior to the commencement of the geotechnical field exploration. Therefore, PACIFICA will contact "Sunshine One-Call" Service to obtain underground public utility clearance. PACIFICA understands that private utilities will be marked by others prior to each mobilization.

Maintenance of Traffic (MOT) will be needed to perform the geotechnical scope of work. PACIFICA will submit MOT plans with an estimated schedule in accordance with FDOT standards for Keith for approval prior to the start of fieldwork. PACIFICA will use FDOT Maintenance of Traffic (MOT) Plans Design Standards Index Series 600 when developing MOT plans.

GEOTECHNICAL REPORT DELIVERABLES

After the geotechnical field exploration is completed, a geotechnical engineer will review the soil samples and select samples will be tested for physical properties such as gradation, moisture content and organic content, if deemed necessary. The results of the geotechnical exploration will be transmitted in a report which will specifically contain the information listed below:

1. A location plan of the site showing the location of the soil borings.
2. Logs of the exploratory borings, which furnish the results of the borings and SPT sampling.
3. The existence of organic soils or any other soil conditions.
4. Groundwater readings during the time of the field exploration.
5. On-Site Soil Suitability
6. Pavement Core Photographic Documentation and Data Table

GEOTECHNICAL SCHEDULE

Our study can begin one day after we receive authorization to proceed. We will start drilling after public underground utilities have been located and identified, which may take 2-4 business days. The geotechnical field exploration should be completed in 2 business days. Laboratory testing should be completed within one to two weeks following final field demobilization. The written report of the subsurface exploration will be available within two weeks following the completion of final laboratory testing. We estimate that our study will be completed within 5 weeks from your notice to proceed.

COST BREAKDOWN

13-Sep-22

DESCRIPTION	UNIT	# OF UNITS	UNIT RATE	TOTAL
I. FIELD EXPLORATIONS				
Mobilization of Drill Equipment (50-mile travel)	each	1.0	\$375.00	\$375.00
Senior Engineering Technician (Site Reconnaissance, Boring Layout and Underground Utility Clearance) (Raw Rate: \$31.44*2.52)	hour	4.0	\$79.22	\$316.88
Standard Penetration Tests - Truck Rig (0' - 50')	feet	40.0	\$13.00	\$520.00
Grout Bore Hole (0 to 50 Feet)	feet	40.0	\$6.00	\$240.00
Casing (0 to 50 Feet)	feet	40.0	\$8.00	\$320.00
Coring Machine plus Generator Rental	Trip	1.0	\$300.00	\$300.00
Asphalt Cores (obtaining core samples)	each	4.0	\$75.00	\$300.00
II. SOIL & AGGREGATE TESTING				
Organic Content Test	each	6.0	\$50.00	\$300.00
Natural Sample Moisture Content	each	6.0	\$20.00	\$120.00
Grain size determination: Full grain size (8 sieves)	each	6.0	\$77.00	\$462.00
Grain size determination: Wash through (#200)	each	6.0	\$60.00	\$360.00
III. ENGINEERING SERVICES (MULTIPLIER: 2.52)				
Principal Engineer, P.E. (Raw Rate: \$74.05*2.52)	hour	8.0	\$186.60	\$1,492.80
Senior Geotechnical Engineer (Raw Rate: \$50.22*2.52)	hour	30.0	\$126.55	\$3,796.50
Drafter / CADD (Raw Rate: \$28.35*2.52)	hour	6.0	\$71.44	\$428.64
IV. MOT AND GPR				
Maintenance of Traffic (MOT; Lane closure) including MOT Plan	day	2.0	\$1,450.00	\$2,900.00
Ground Penetrating Radar (GPR)	each	1.0	\$1,800.00	\$1,800.00
ESTIMATED GEOTECHNICAL FEE FOR THE PROJECT				\$14,031.82



SCOPE OF SERVICES

El Clair Ranch Rd and Pipers Glen Blvd Intersection Improvements

Palm Beach County Project # 2022508

Date: 06/29/2022 (Revised 08/11/2022, 09/09/2022)

PROJECT LIMITS

Propel Engineering, Inc., will provide signing and pavement marking and utility coordination in connection with a roundabout design at the intersection of El Clair Ranch Rd and Pipers Glen. The limits of the project will be as follows:

- Pipers Glen Blvd from approximately five hundred feet west of El Clair Ranch Rd to five hundred feet east of El Clair Ranch Rd.
- El Clair Ranch Rd from approximately five hundred feet south of Pipers Glen Blvd to five hundred feet north of Pipers Glen Blvd.

BASIC SERVICES

1 Utilities Coordination (TASK 550)

Propel Engineering, Inc. will assist Palm Beach County in the utility coordination effort as follows:

- 1- Provide Plans to Palm Beach County for Utility Coordination.
- 2- Attend four utility coordination meetings, prepare meeting minutes, and follow up on action items.
- 3- Plot utility information on plans for inclusion in the construction plan package.
- 4- Prepare utility conflict matrix and coordinate with utility owners through Palm Beach County.

2 Pavement Marking and Signing Analysis and Plans (TASK 551)

Pavement Marking and Signing Plans will be prepared to conform to the proposed roadway improvements in accordance with Palm Beach County Standards. These plans will be prepared as a separate set of documents and include:

- 1- Cover Sheet
- 2- General Notes
- 3- Summary of Quantity Sheets
- 4- Plan Sheets
- 5- One Signing and Pavement Marking Detail

ESTIMATE OF WORK EFFORT AND COST

Name of Project:
County:
PBC Project Number

El Clair Ranch Rd and Pipers Glen Blvd Intersection Improvements
Palm Beach
PBC#2022508

Consultant Name: Propel Engineering, Inc.
Consultant No.: 2260550101
Estimator: MA

Task Description	Total Staff Hours From "SH Summary -	Project Manager	Senior Engineer	Project Engineer	Engineering Intern	CADD/Computer Technician	SH By Activity	Salary Cost By Activity	Average Rate Per Task
		\$70.00 ✓	\$65.00 ✓	\$50.00 ✓	\$34.00 ✓	\$30.00 ✓			
Utilities Coordination	54 ✓	5	11	16	11	11	54 ✓	\$2,569.00 ✓	\$47.57 ✓
Pavement Marking and Signing Analysis	66 ✓	7	13	20	13	13	66 ✓	\$3,167.00 ✓	\$47.98 ✓
Pavement Marking and Signing Plans	39 ✓	4	8	12	8	7	39 ✓	\$1,882.00 ✓	\$48.26 ✓
Total Staff Hours	159 ✓	16 ✓	32 ✓	48 ✓	32 ✓	31 ✓	159 ✓		
Total Staff Cost		\$1,120.00 ✓	\$2,080.00 ✓	\$2,400.00 ✓	\$1,088.00 ✓	\$930.00 ✓		\$7,618.00 ✓	\$47.91 ✓

Check = \$7,618.00 ✓

Raw Labor Cost = \$7,618.00 ✓

Approved Multiplier = 2.97 ✓

Total Staff Cost with Multiplier = \$22,625.46 ✓

Basic Services		
Propel Engineering, Inc.		\$22,625.46 ✓

Task 550
Utilities Coordination

El Clair Ranch Rd and Pipers Glen Blvd Intersection Improvements
PBC#2022508

Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
Identify Existing Utility Agency Owners (UAO(s))	LS	0	0	0 ✓	PBC will do this task
Make Utility Contacts	LS	0	0	0 ✓	PBC will do this task
Individual/Field Meetings	LS	1	12	12 ✓	(1) Pre-Mtg Prep + (0) Travel Time + (1) Meeting Duration + (2) Prep. of Minutes = 4 Hours X (3) Meetings = 12 Hours
Collect and Review Plans and Data from UAO(s)	LS	1	8	8 ✓	8 UAOs 1 hr each
Utility Design Meeting and potholes	LS	1	8	8 ✓	(1) Pre-Mtg Prep + (0) Travel Time + (2) Meeting Duration + (2) Preparation of Minutes + 3 hrs for follow up
Review Utility Markups & Work Schedules, and draw them in the plans	LS	1	10	10 ✓	(2) hours X (5) utility documents = 10 Hours Assist PBC Utility Coordinator
Utility Coordination/Followup	LS	1	8	8 ✓	PBC to follow up with utilities; Only need to follow up with PBC
Contract Plans to UAO(s)	LS	0	0	0 ✓	PBC will do this task
Certification/Close-Out	LS	0	0	0 ✓	PBC will do this task
Other Utilities	LS	1	8	8 ✓	Utility Conflict Matrix for roadway and drainage
Utilities Coordination Total				54 ✓	

Task 551
Pavement Marking and Signing Analysis

El Clair Ranch Rd and Pipers Glen Blvd Intersection Improvements

PBC#2022508

Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
Reference and Master Design File	LS	1	48	48 ✓	24 hours for set up + 30 hrs per mile X 0.4 mile +1 roundabout at 12 hours
Multi-Post Sign Support Calculations	EA	0	0	0 ✓	N/A
Sign Panel Design Analysis	EA	0	0	0 ✓	N/A
Sign Lighting/Electrical Calculations	EA	0	0	0 ✓	N/A
Quantities	LS	1	8	8 ✓	2 hours per sheet * 4 sheets = 8 hours
Pavement Marking and Signing Analysis Technical Subtotal				56 ✓	
Field Reviews	LS	1	8	8 ✓	2 field reviews
One meeting with PBC Traffic	LS	1	2	2 ✓	
Pavement Marking and Signing Analysis Nontechnical Subtotal				10 ✓	
Pavement Marking and Signing Analysis Total				66 ✓	

Task 551
Pavement Marking and Signing Plans

El Clair Ranch Rd and Pipers Glen Blvd Intersection Improvements

PBC#2022508

Task	Scale	Units	No of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
Key Sheet		Sheet	1	4	1	4 ✓	One keysheet
Tabulation of Quantities		Sheet	1	8	1	8 ✓	8 Hrs for 1st Tabulation sheet
General Notes/Pay Item Notes		Sheet	1	3	1	3 ✓	One general notes
Plan Sheet	40	Sheet	4	4	4	16 ✓	40 Scale
Typical Details		EA	1	8	1	8 ✓	roundabout detail
Pavement Marking and Signing Plans Total					8 ✓	39	

OEOB SCHEDULE 1

SOLICITATION/PROJECT/BID NAME: El Clair Ranch Road and Pipers Glen Boulevard Intersection Improvements
 SOLICITATION OPENING/SUBMITTAL DATE: September 14, 2021

SOLICITATION/PROJECT/BID NO.: 2022508
 COUNTY DEPARTMENT: Engineering & Public Works

Section A PLEASE LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY THE PRIME CONTRACTOR/CONSULTANT* ON THE PROJECT:
 NAME OF PRIME RESPONDENT/BIDDER: Keith and Associates, Inc. dba KEITH ADDRESS: 301 E Atlantic Blvd Pompano Beach, FL 33060
 CONTACT PERSON: Alex Lazowick PHONE NO.: 954-788-3400 E-MAIL: alazowick@keithteam.com
 PRIME'S DOLLAR AMOUNT OR PERCENTAGE OF WORK: \$54,615.96
 *SMWBE Prime's must include their percentage or dollar amount in the Total Participation line under section B.

Non-SBE ☒ MBE ☐ WBE ☐ SBE ☐

Section B PLEASE LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY ALL SUBCONTRACTORS/SUBCONSULTANTS ON THE PROJECT BELOW:

Subcontractor/Sub consultant Name	(Check all Applicable Categories)				DOLLAR AMOUNT OR PERCENTAGE OF WORK					
	Non-SBE	MBE Minority Business	WBE Women Business	SBE Small Business	Black	Hispanic	Women	Caucasian	Asian	Other
1. Brown & Phillips, Inc.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$20,673.00 ✓					
2. Pacifica Engineering Services, LLC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$14,031.82 ✓					
3. Propel Engineering, Inc.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>					\$22,625.46 ✓	
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

(Please use additional sheets if necessary)

Total \$34,704.82 ✓

Total Bld/Offer Price \$ \$111,946.24 ✓

Total Certified S/M/WBE Participation \$ \$57,330.28 / 51.21% ✓

I hereby certify that the above information is accurate to the best of my knowledge: _____
 Name & Authorized Signature

Corporate Vice President
 Title

- Note:
- The amount listed on this form for a Subcontractor/sub consultant must be supported by price or percentage listed on the properly executed Schedule 2 or attached signed proposal.
 - Only those firms certified by Palm Beach County at the time of solicitation opening or due date are eligible to meet the established OEOB Affirmative Procurement Initiative (API). Please check the applicable box and list the dollar amount or percentage under the appropriate demographic category.
 - Modification of this form is not permitted and will be rejected upon submittal.

EXHIBIT C PAGE 1054

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: 2022508

SOLICITATION/PROJECT NAME: El Clair Ranch Road and Pipers Glen Boulevard Intersection Improvements

Prime Contractor: Keith and Associates, Inc. dba KEITH 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): 1/31/22-1/30/25

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

Column 1

Column 2

Column 3

☒ Male ☐ Female☒ African-American/Black ☐ Asian American ☐ Caucasian American☐ Supplier☐ Hispanic American ☐ Native American

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

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
	Engineering Services - Surveying				\$20,673.00✓

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: \$20,673.00 ✓

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.

N/A

Name of 2nd/3rd tier Subcontractor/subconsultant

Price or Percentage: N/A

Price or Percentage: N/A

Keith and Associates, Inc. dba KEITH

Print Name of Prime

By: [Signature]
Authorized Signature

Alex Lazowick

Print Name

Corporate Vice President

Title

Date: 7-22-2022

Brown & Phillips, Inc.

Print Name of Subcontractor/subconsultant

By: [Signature]
Authorized Signature

John E. Phillips

Print Name _____

President

Title

Date: 10-19-2022

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: 2022508
SOLICITATION/PROJECT NAME: El Clair Ranch Road and Pipers Glen Boulevard Intersection Improvements

Prime Contractor: Keith and Associates, Inc. dba KEITH Subcontractor: Pacifica Engineering Services, LLC

(Check box(s) that apply)
☒SBE ☐WBE ☒MBE ☐M/WBE ☐Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 10/25/21-10/24/24

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

Column 1	Column 2	Column 3
<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

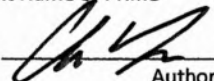
S/M/WBE PARTICIPATION – S/M/WBE Primes must document all work to be performed by their own work force on this form. Failure to submit a properly executed Schedule 2 for any S/M/WBE participation may result in that participation not being counted. Specify in detail, the scope of work to be performed or 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.

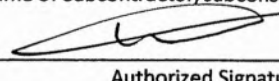
Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
	Geological and Geographical Studies				\$14,031.82 ✓

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: \$14,031.82

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

N/A	Price or Percentage: N/A
Name of 2 nd /3 rd tier Subcontractor/subconsultant	

Keith and Associates, Inc. dba KEITH
Print Name of Prime
By: 
Authorized Signature
Alex Lazowick
Print Name
Corporate Vice President
Title
Date: 9/21/2022

Pacifica Engineering Services, LLC
Print Name of Subcontractor/subconsultant
By: 
Authorized Signature
Wesley Foster
Print Name
President
Title
Date: 9-19-22

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: 2022508
SOLICITATION/PROJECT NAME: El Clair Ranch Road and Pipers Glen Boulevard Intersection Improvements

Prime Contractor: Keith and Associates, Inc. dba KEITH Subcontractor: Propel Engineering, Inc.

(Check box(s) that apply)
☒ SBE ☐ WBE ☒ MBE ☐ M/WBE ☐ Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 4/12/20-4/11/23

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

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

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

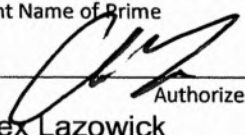
Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
	Traffic Operation Studies				\$22,625.46✓

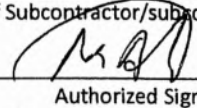
The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$22,625.46 ✓

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

N/A
Name of 2nd/3rd tier Subcontractor/subconsultant

Price or Percentage: N/A

Keith and Associates, Inc. dba KEITH
Print Name of Prime
By: 
Authorized Signature
Alex Lazowick
Print Name
Corporate Vice President
Title
Date: 9/21/2022

Propel Engineering, Inc.
Print Name of Subcontractor/subconsultant
By: 
Authorized Signature
Maj Alam, PE, PMP
Print Name
President
Title
Date: 09/19/2022

CONSULTANT SERVICE AUTHORIZATION NO.1 HISTORY

El Clair Ranch Road and Pipers Glen Boulevard Intersection Improvements					
Project# 2022508					
Authorization	Supplement	Date Approved	Total Amount	SBE Amount	SBE %
BCC	Original CSA	Pending	\$ 111,946.24	\$ 57,330.28	51.21%
Project Totals			\$ 111,946.24	\$ 57,330.28	51.21%

EXHIBIT D PAGE 1 OF 1

Search

Insured Name

Keith and Associates, Inc. (DX00001718)

Keith (DX00001718)

Active Records Only

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Coverages

Requirements

Queue a Call

Add

Help

Video Tutorials

Insured

Name:Keith and Associates, Inc.

Account Number:DX00001718

Address:301 E Atlantic Blvd., Pompano Beach, FL, 33060

Status:Currently in Compliance.

Insured

Business Unit(s)DBA NamePrint Insured InfoPrint Compliance Report

Account Information

Account Number:DX00001718

Risk Type:Standard - Professional Services

Do Not Call:Address Updated:

Address Information

Mailing AddressPhysical Address

Insured:Keith and Associates, Inc.

Address 1:301 E Atlantic Blvd.

Address 2:

City:Pompano Beach

State:FL

Zip:33060

Country:

Contract Information

Contract Number:

Contract Start Date:Contract End Date:

Contract Effective Date:Contract Expiration Date:

Description of Services:2022050 Annual Civil Engineering ServicesSafety Form II:No

Contact Information

Contact Name:Nicole NicholsonMisc:

Phone Number:9547883400Alt Phone Number:

Fax Number:

E-Mail Address:nnicholson@keithteam.com

Approval Date:

Rush:No

Contract on File:No

Certificate Received:No

Indemnification Agreement:No

Tax Id:

This Account created by e61 on 02/22/2022.