

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

Meeting Date:	June 6, 2023	<input checked="" type="checkbox"/> [X]	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: Supplement No. 1 (Supplement) to the Work Task Order (WTO) dated May 6, 2021 under the Annual Intersection Improvements Services Contract (R2020-0542), dated June 2, 2020 (Contract) with Propel Engineering, Inc. (PEI) in the amount of \$114,548.77 for professional services for the Belvedere Road and SR 7 Intersection Improvements (Project).

**SUMMARY:** Approval of this Supplement will provide the professional services necessary to prepare construction plans for the intersection improvements. The original WTO provided analysis of three different alternatives. This supplement will now provide services to design construction plans for the approved alternative. The Contract was presented to the Goal Setting Committee (GSC) on May 1, 2019. The GSC applied Affirmative Procurement Initiatives of a 20% minimum mandatory Small Business Enterprise (SBE) participation and an SBE evaluation preference. PEI has agreed to 89% SBE participation for the Contract. They agreed to 100% SBE participation for this Supplement. Their cumulative SBE participation to date for the Contract including this Supplement is 94.22%. PEI has an office located in Palm Beach County and is a certified SBE company. Prior to this meeting date, approximately \$1,152,453.02 has been encumbered under this Contract. District 6 (YBH)

**Background and Justification:** On June 2, 2020, the Board of County Commissioners (BCC) approved the Contract with PEI to provide the professional services required for the Contract. The fee, as detailed in **Exhibit B** of the attached Supplement, has been negotiated as just and reasonable compensation as follows:

Basic Services (Lump Sum)	\$ 102,044.46	(Roadway, Drainage, and Signal Analysis and Plans, Utility Coordination, Permitting, Signing and Pavement Marking)
Reimbursable Services (Not to Exceed)	\$ 1,250.00	(Permit Fees)
Optional Services (Not to Exceed)	\$ 11,254.31	(Post Design)
Total:	\$114,548.77	

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

**Attachments:**

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

Recommended by: <i>KEF</i>	<i>[Signature]</i> County Engineer	<i>5/18/2023</i> Date
Approved By:	<i>[Signature]</i> Assistant County Administrator	<i>5/18/23</i> Date

## II. FISCAL IMPACT ANALYSIS

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

Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures	\$ 159,549	-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	\$ 159,549	-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 3503 Dept 361 Unit 1971 Object 6505

### Recommended Sources of Funds/Summary of Fiscal Impact:

Road Impact Fee Zone 3 Fund

Belvedere Rd. & SR 7 Intersection Improvements

#### Supplement No. 1

• Basic Services	\$ 102,044.46
• Reimbursable	\$ 1,250.00
• Optional Services	\$ 11,254.31
Total Supplement No. 1	\$ 114,548.77

#### Estimated Staff Costs

• Roadway Production	\$ 23,000.00
• Roadway Production: Right-of-Way	\$ 5,500.00
• Survey	\$ 5,500.00
• Traffic	\$ 11,000.00
Total Staff Costs	\$ 45,000.00

Fiscal Impact

\$ 159,548.77

C. Departmental Fiscal Review:

## III. REVIEW COMMENTS

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

OFMB  
MD 5/4

Contract Dev. and Control  
MD 5/10/23

### B. Approved as to Form and Legal Sufficiency:

Assistant County Attorney

### C. Other Department Review:

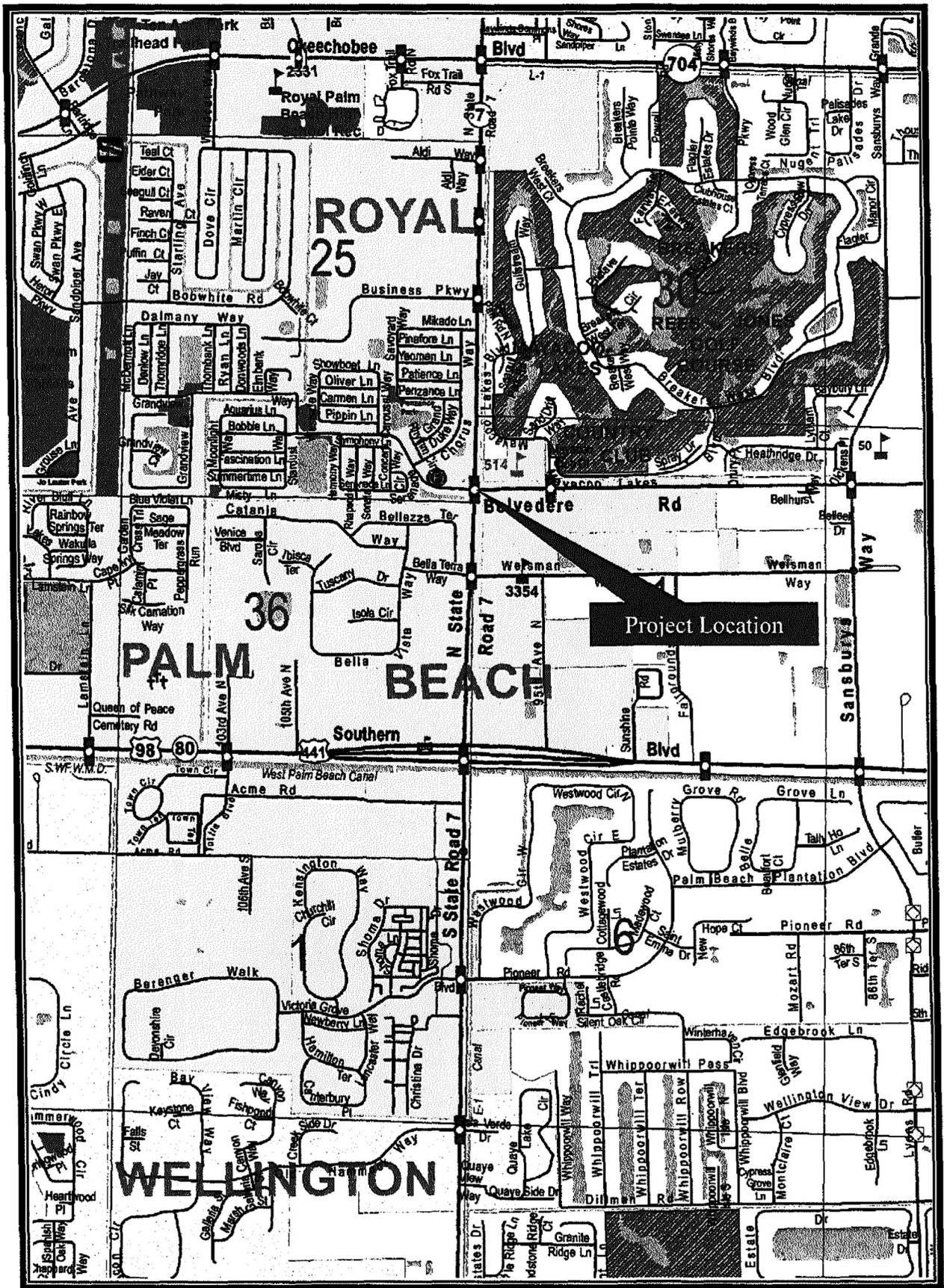
\_\_\_\_\_  
Department Director

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

PROJECT LOCATION

BELVEDERE ROAD AND SR 7 INTERSECTION IMPROVEMENTS

Palm Beach County Project #2020106



LOCATION MAP

ATTACHMENT 1

**SUPPLEMENT NO. 1 TO THE WORK TASK ORDER**  
**UNDER THE ANNUAL INTERSECTION IMPROVEMENTS SERVICES CONTRACT**

Project Name: **Belvedere Road and SR 7 Intersection Improvements**

Project No: **2020106**

Commission District No.: **6**

SBE Participation for this authorization is 100%  
SBE Participation to date for this Contract is 94.22%  
SBE Commitment is 89%  
This authorization is under the EBO Ordinance.

**PALM BEACH COUNTY**  
**BOARD OF COUNTY COMMISSIONERS**

Account No.: **3503-361-1971-6505**

Supplement No. 1 to a Work Task Order dated May 6, 2021 (WTO) to the Annual Intersection Improvements Services Contract dated June 2, 2020, (R2020-0542) (CONTRACT), between the COUNTY and the CONSULTANT identified herein is for the Additional Services described in **EXHIBIT A** and **EXHIBIT B** for this Supplement.

1. CONSULTANT: Propel Engineering, Inc.
2. Address: 2711 Vista Parkway, Suite B-7, West Palm Beach, FL 33411
3. CONSULTANT shall begin work promptly on the requested Additional 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 Belvedere Road and SR 7 Intersection Improvements project. Design roadway and signal improvements in accordance with the attached **EXHIBIT A** dated March 6, 2023.
5. The compensation to be paid CONSULTANT for providing the requested services as detailed in **EXHIBIT B** shall be:

<input checked="" type="checkbox"/> Basic Services in a lump sum fee of	\$102,044.46
<input checked="" type="checkbox"/> Reimbursable Expenses capped at	\$ 1,250.00
<input checked="" type="checkbox"/> Optional Services capped at	<u>\$ 11,254.31</u>
<b>Totaling</b>	<b>\$114,548.77</b>

- ☒ OEBO Schedules 1 & 2 **EXHIBIT C**  
☒ Project History **EXHIBIT D**

6. All terms of the CONTRACT, shall apply to this Supplement.

ATTACHMENT 2



**SUPPLEMENT NO. 1 TO THE WORK TASK ORDER**  
**UNDER THE ANNUAL INTERSECTION IMPROVEMENTS SERVICES CONTRACT**

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

CONSULTANT: Propel Engineering, Inc.  
Federal ID: VS0000003404

Approved as to Terms and Conditions

Signed: 

By: 

Typed Name: Majharul Alam, P.E.

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

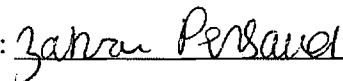
Title: President

Title: Division Director

Date: 04/17/2023



ATTEST WITNESS:

Signed: 

Typed Name: Zahra Persaud

Title: Administrative Assistant

Date: 4/17/2023

**SUPPLEMENT NO. 1 TO THE WORK TASK ORDER**  
**UNDER THE ANNUAL INTERSECTION IMPROVEMENTS 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: Gregg K. Weiss

Title: Mayor

Date: \_\_\_\_\_

**ATTEST:**

Joseph Abruzzo

Clerk of the Circuit Court & Comptroller

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

Approved as to Form and Legal Sufficiency

By: /s/Yelizaveta B. Herman

Typed Name: Yelizaveta B. Herman

Title: Assistant County Attorney

*\\ARROW\DW\IN\CL\ANNUALS\INTERSECTION\Project\2020\2020106\Supplement 1\2020106 Supplement 1.docx*



**PRGPEL**  
ENGINEERING

*M.K.*  
*3-13-23*

*Scope & Fees OK*  
*WJC 3/13/23*

# Belvedere Road and SR 7 Intersection Improvements

Palm Beach County Project No. 2020106



SCOPE AND FEES

06/09/2022,

Revised 07/29/2022, 08/24/2022, 12/07/2022, 01/12/2023, 01/13/2023, 03/06/2023



### **SCOPE OF SERVICES**

Date: 06/09/2022, Revised 07/29/2022, 08/24/2022, 12/07/2022, 01/12/2023, 01/13/23, 03/06/23

#### **Belvedere Road and SR 7 Intersection Improvements**

#### **Palm Beach County Project #2020106**

### **PROJECT LIMITS**

Propel Engineering, Inc., will provide engineering and surveying services required for the proposed improvements to the Belvedere Rd & SR 7 intersection. The limits of the project will be as follow:

- At the Belvedere Rd & SR 7 intersection, from the PC on the west leg of the intersection to Mayacoo Lakes Blvd on Belvedere Rd.

### **PROJECT DESCRIPTION**

Services will include preparation of complete roadway construction plans. Services will also include drainage, curb and gutter, sidewalk, signalization, structural and signing and pavement marking design.

The scope consists of the following improvements:

1. Provide triple westbound left turn lanes by dropping one of the westbound through lanes without any widening to the outside. The final configuration of the east approach of the intersection will consist of triple westbound to southbound left turn lanes, one westbound thru lane, and one westbound right turn lane with a 5 ft key hole.
2. Restriping along SR 7 to accommodate the triple left turn lanes.
3. Extend the two existing westbound left turn lanes to the east as much as possible without widening to the outside. This will require the widening to the median and the restriping of the eastbound lanes.
4. For the west leg of the intersection, keep the existing pavement and lanes along the Belvedere Road as they are.
5. Mill and resurface the existing Belvedere Rd lanes within the project limits.

Plans will be prepared in accordance with the following standards:

- Palm Beach County Thoroughfare Roadway Design Procedures (January 2019)
- Palm Beach County Thoroughfare Roads Typical Sections (April 2018)
- Palm Beach County Typical for Pavement Markings, Signing & Geometrics, (No. T-P-21)
- FDOT Design Manual (2020 FDM)
- AASHTO "Geometrics Design of Highway and Streets", dated 2018
- Florida Greenbook, 2018 Edition.
- FDOT Drainage Manual 2022.
- MUTCD, 2009 WITH REVISION 1&2, May 2012

### **BASIC SERVICES**

#### **1 Plans Preparation.**

Roadway plans with aerial background will be prepared in accordance with the approved Typical Section, and the approved Master Plan.

Construction plans will be prepared on 11" x 17" at 1" = 40' scale for the horizontal and 1" = 4' for the vertical. Separate plan and profile sheets will be prepared.

2711 N Vista Parkway, Suite B-7 • West Palm Beach, FL 33411 • Phone: 561-866-5730 • propel-engineering.com • CA # 31050



The following plan sheets are anticipated:

- 1- Cover Sheet
- 2- Drainage Map
- 3- General Notes
- 4- Typical Sections
- 5- Miscellaneous Details
- 6- Summary of Pay Item
- 7- Project Network Control Sheets
- 8- Roadway Plans
- 9- Roadway Profiles
- 10- Cross Sections
- 11- Intersection Layout Details

The following plan submittals will be included: Master Plan, 35%, 65%, 96%, 100% and Final. Plan submittal will include PDF, four hard copies and all electronic files.

2 **Permitting**

PROPEL will prepare and process needed documents for permitting from the following agencies:

- South Florida Water Management District – drainage permit
- Lake Worth Drainage District (LWDD) – drainage permit
- Florida Department of Transportation (FDOT)

3 **Utilities Coordination**

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 two 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.

4 **Drainage Design**

The design and preparation of drainage plans will be accomplished in substantial conformance with SFWMD requirements. Permit packages will be prepared by The Consultant with provisions for responses to obtain exemption.

5 **Pavement Marking and Signing Plans**

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





- 6      **Signal Design Services**  
Modify the existing strain pole signal to accommodate new roadway lane configuration in accordance with FDOT and Palm Beach County Standards. The signal 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 Sheet
- 7      **Meetings**  
The following meetings are anticipated throughout the design duration:
- 1- Two progress meetings with the County Project Manager
  - 2- One pre-application meeting with SFWMD
  - 3- One pre-application meeting with LWDD
  - 4- Two meetings for Utility Coordination
  - 5- One pre-application meeting with FDOT

**Optional Services**

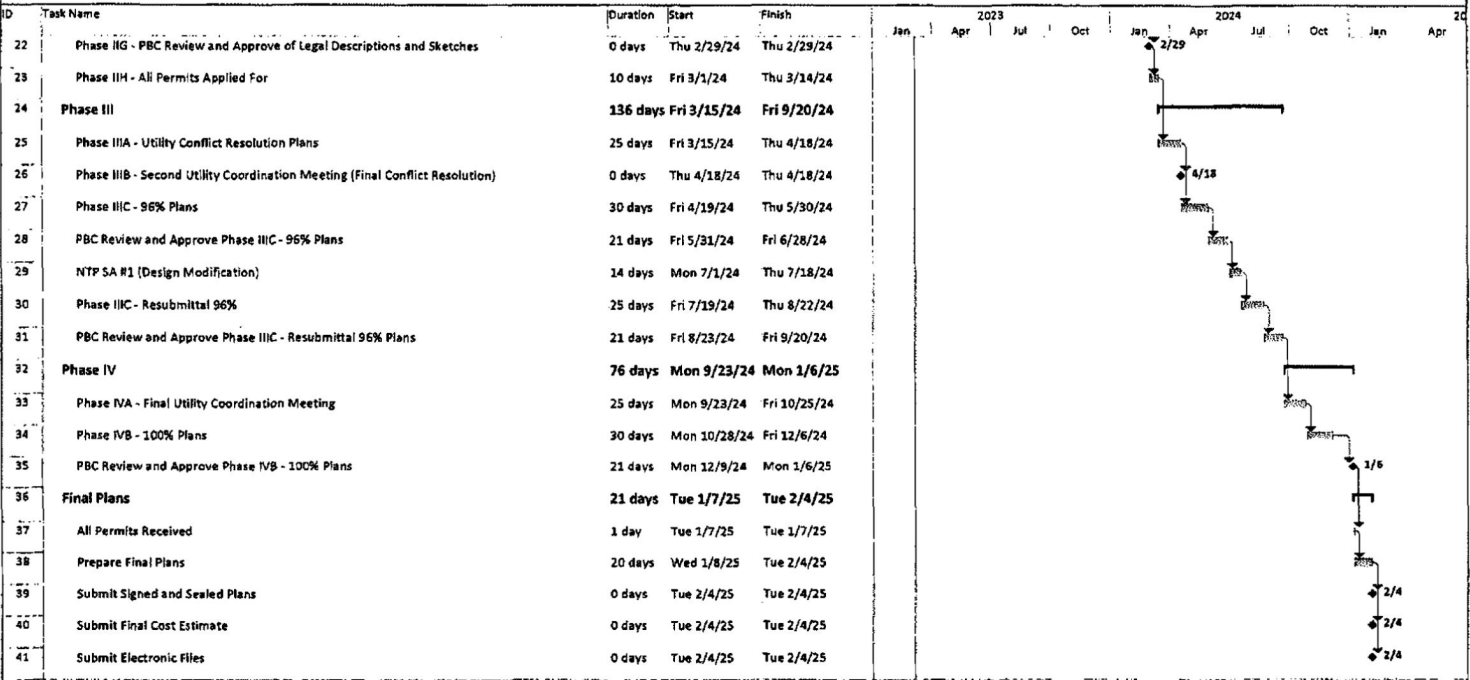
- 1      **Post Design Services.**  
PROPEL will provide post design services as needed during the construction phase.

ID	Task Name	Duration	Start	Finish	2023	2024
1	Project Duration	466 days	Tue 4/25/23	Tue 2/4/25	Jan	Apr
2	Board of County Commissioners Award	0 days	Tue 4/25/23	Tue 4/25/23		
3	Notice to Proceed (NTP)	0 days	Tue 5/2/23	Tue 5/2/23		
4	Phase I	157 days	Tue 5/2/23	Wed 12/6/23		
5	Phase IA - Initial Utility Contact Plans	10 days	Tue 5/2/23	Mon 5/15/23		
6	Phase IC - Master Plan	50 days	Tue 5/2/23	Mon 7/10/23		
7	PBC Review and Approve Phase IC - Master Plan	21 days	Tue 7/11/23	Tue 8/8/23		
8	Phase ID - 35% Plans	45 days	Wed 8/9/23	Tue 10/10/23		
9	PBC Review Phase ID - 35% Plans	21 days	Wed 10/11/23	Wed 11/8/23		
10	PBC Approve Phase ID - 35% Plans	20 days	Thu 11/9/23	Wed 12/6/23		
11	Phase II	71 days	Thu 12/7/23	Thu 3/14/24		
12	Phase IIA - Utility Pothole Coordination Plans	10 days	Thu 12/7/23	Wed 12/20/23		
13	Phase IIB - First Utility Coordination Plans	10 days	Thu 12/7/23	Wed 12/20/23		
14	Phase IIC - Pothole Underground Utilities at Possible Conflict Points	10 days	Thu 12/21/23	Wed 1/3/24		
15	Phase IID - 65% Plans	20 days	Thu 1/4/24	Wed 1/31/24		
16	PBC Review and Approve Phase IID - 65% Plans	21 days	Thu 2/1/24	Thu 2/29/24		
17	Phase IIE - Stake Existing and Proposed Right-of-Way	0 days	Thu 2/29/24	Thu 2/29/24		
18	Phase IIF - Field Review of Proposed Right-of-Way, Easements, Etc.	0 days	Thu 2/29/24	Thu 2/29/24		
19	Phase IIG - Right-of-Way Documents	0 days	Thu 2/29/24	Thu 2/29/24		
20	Phase IIG - PBC Review and Comments on Legal Descriptions and Sketches	0 days	Thu 2/29/24	Thu 2/29/24		
21	Phase IIG - Implementation of PBC Comments on Legal Descriptions and Sketches	0 days	Thu 2/29/24	Thu 2/29/24		

Task	External Milestone	Manual Summary Rollup	Path Predecessor Summary Task
Split	Inactive Task	Manual Summary	Path Predecessor Normal Task
Milestone	Inactive Milestone	Start-only	Critical
Summary	Inactive Summary	Finish-only	Critical Split
Project Summary	Manual Task	Deadline	Progress
External Tasks	Duration-only	Path Predecessor Milestone Task	

Page 1

PBC Project 2020106 - Belvedere Rd and SR 7



Task		External Milestone		Manual Summary Rollup		Path Predecessor Summary Task	
Split		Inactive Task		Manual Summary		Path Predecessor Normal Task	
Milestone		Inactive Milestone		Start-only		Critical	
Summary		Inactive Summary		Finish-only		Critical Split	
Project Summary		Manual Task		Deadline		Progress	
External Tasks		Duration-only		Path Predecessor Milestone Task			

ESTIMATE OF WORK EFFORT AND COST - PRIME CONSULTANT

Name of Project:  
County:  
PBC Project Number

Belvedere Road and SR 7 Intersection Improvements  
Palm Beach  
PBC#2020106

Consultant Name: Propel Engineering, Inc.  
Consultant No.: 1930010904  
Estimator: MA

Staff Classification	Hours From "SH Summary - Firm"	Project Manager	Senior Engineer	Project Engineer	Engineering Intern	CADD/Computer Technician	SH By	Salary Cost By	Average Rate Per
		\$67.00	\$62.00	\$47.00	\$33.00	\$30.00	Activity	Activity	Task
3. General Tasks	28	13	6	5	2	2	28	\$1,604.00	\$57.29
4. Roadway Analysis	244	50	61	85	24	24	244	\$12,639.00	\$51.80
5. Roadway Plans	104	11	28	47	9	9	104	\$5,249.00	\$50.47
7. Utilities	57	5	14	26	6	6	57	\$2,803.00	\$49.18
8. Environmental Permits	88	9	22	41	8	8	88	\$4,398.00	\$49.98
19. Signing and Pavement Marking Analysis	48	6	12	23	5	2	48	\$2,452.00	\$51.08
20. Signing and Pavement Marking Plans	32	5	8	13	3	3	32	\$1,631.00	\$50.97
21. Signalization Analysis	52	6	16	23	4	3	52	\$2,897.00	\$51.87
22. Signalization Plans	24	4	6	10	2	2	24	\$1,236.00	\$51.50
Total Staff Hours	677	109	173	273	63	59	677		
Total Staff Cost		\$7,303.00	\$10,726.00	\$12,831.00	\$2,079.00	\$1,770.00		\$34,709.00	\$51.27

Raw Labor Cost = \$34,709.00

Approved Multiplier = 2.94

Total Staff Cost with Multiplier = \$102,044.46

Basic Services		
Prime (for Management, Roadway, Utility, Permitting, Signing & Pavement Marking, Structure & Signal):	Propel Engineering, Inc.	\$102,044.46
TOTAL BASIC SERVICES ESTIMATED FEES:		\$102,044.46

Reimbursables		
Prime (for LWDD Permit Fees):	Propel Engineering, Inc.	\$1,250.00
TOTAL REIMBURSABLES ESTIMATED FEES:		\$1,250.00

Optional Services		
Prime (for Post Design):	Propel Engineering, Inc.	\$11,254.31
TOTAL OPTIONAL SERVICES ESTIMATED FEES:		\$11,254.31

\$114,548.77

Project Activity 3: General Tasks ✓

Estimator: MA

Belvedere Road and SR 7 Intersection Improvements  
PBC#2020106

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
3.1 Public Involvement Subtotal					0	
3.6	Prime Consultant Project Manager Meetings	LS	1	28	28	See listing below
3. General Tasks Total					28 ✓	

3.6 - List of Project Manager Meetings	Units	No of Units	Hours/ Unit	Total Hours	Comments
Roadway Analysis	EA	2	4	8	Two meetings with Palm Beach Roadway
FDOT Pre-App Meeting	EA	1	4	4	
Utilities	EA	2	2	4	Utility meetings
Traffic (S&PM and Signalization)	EA	1	4	4	One meeting for Signal
Field Reviews	EA	2	4	8	PM field Review
Total Project Manager Meetings		8		28 ✓	Total PM Meeting Hours carries to Task 3.6 above



Project Activity 4: Roadway Analysis ✓

Estimator: MA

Belvedere Road and SR 7 Intersection Improvements

PBC#2020106

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
4.1	Typical Section Package	EA	2	8	16	2-Typicals: 2*8 hrs = 16 hrs
4.4	Cross-Slope Correction	LS	1	6	6	Along Belvedere Road
4.5	Horizontal /Vertical Master Design Files	LS	1	120	120	0.3 mile of roadway design = 250 hrs x 0.30 + 20 hours for the intersections= 95 Hrs Utility Conflict Info - 2.5 hrs per utility for 4 Submittal (35%, 65%, 96%, and 100%) X 10 Utilities = Lump sump 40 Hrs
4.9	Cross Section Design Files	LS	1	24	24	40 scale 100 ft interval for 0.3 miles
4.15	Design Report	LS	1	20	20	1 design report.
4.16	Quantities	LS	1	28	28	Develop quantites
4.17	Cost Estimate	LS	1	14	14	1initial @8hrs + 3 updates (65%, 96%, S&S)@ 2hrs each
Roadway Analysis Technical Subtotal					228	✓
4.20	Field Reviews	LS	1	12	12	2 field reviews x 2 attendees x ( 3 hr rev)
4.22	Technical Meetings	LS	1	4	4	Meetings are listed below
Roadway Analysis Nontechnical Subtotal					16	
4. Roadway Analysis Total					244	✓

Technical Meetings	Units	No of Units	Hours/ Unit	Total Hours		
Subtotal Technical Meetings						
Phase Review Meetings	EA	1	4	4		
Total Meetings				4		

Project Activity 5: Roadway Plans ✓

Estimator: MA

Belvedere Road and SR 7 Intersection Improvements  
PBC#2020106

Task No.	Task	Scale	Units	No. of Units or Sheet	Hours/ Unit or Sheet	Total Hours	Comments
5.1	Key Sheet		Sheet	1	4	4	One Roadway Keysheet
5.2	Summary of Pay Items Including Quantity Input		Sheet	1	4	4	
5.3.1	Typical Sections		EA	2	4	8	
5.3.2	Typical Section Details		EA	1	8	8	Overbuild
5.4	General Notes/Pay Item Notes		Sheet	1	4	4	One project specific general notes
5.5	Summary of Quantities Sheets		Sheet	18	3	18	total 8 sheets estimated for Earthwork, SOD, Pavement and base material, miscellaneous pavement, curb and gutter, sidewalk, and detectable warnings, turnouts -- summary boxes for all components
5.8	Profile Sheet	40	Sheet	3	4	12	40 Scale - 3 sheets along Belvedere Road
5.9	Plan Sheet	40	Sheet	3	5	15	41 Scale - 3 sheets along Belvedere Road
5.14	Intersection Layout Details		Sheet	1	8	8	
5.15	Special Details		EA	1	4	4	Estimated one special detail
5.18	Cross Sections		EA	16	0.5	8	at 100 ft spacing
5.22	Utility Adjustment Sheets		Sheet	3	2	6	
5.23	Project Network Control Sheet(s)		Sheet	1	1	1	Provided by survey
5.25	Utility Verification Sheet(s) (SUE Data)		Sheet	1	4	4	one sheet
Roadway Plans Technical Subtotal						104	✓
5. Roadway Plans Total						104	✓

Project Activity 7: Utilities ✓

Estimator: MA

Belvedere Road and SR 7 Intersection Improvements  
PBC#2020106

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
7.6	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
7.7	Collect and Review Plans and Data from UAO(s)	LS	1	10	10	10 UAOs 1 hr each
7.9	Utility Design Meeting and potholes	LS	1	8	8	(1) Pre-Mtg Prep + (0) Travel Time + (2) Meeting Duration + (1) Preparation of Minutes + 2 hrs for follow up = 6 Hours + 2hrs
7.10	Review Utility Markups & Work Schedules, and draw them in the plans	LS	1	15	15	(1.5) hours X (10) utility documents = 15 Hours Assist PBC Utility Coordinator
7.11	Utility Coordination/Followup	LS	1	8	8	
7.17	Other Utilities	LS	1	4	4	Utility Conflict Matrix for roadway, and signal
7. Utilities Total					57	✓

Project Activity 8: Environmental Permits ✓

Estimator: MA

Belvedere Road and SR 7 Intersection Improvements

PBC#2020106

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
	Environmental Permits, Compliances and Clearances					
8.1	Preliminary Project Research	LS	1	8	8	Review existing permits
	Permits					
8.2	Field Work					
8.3	SFWMD Permit	LS	1	24	24	
8.5	LWDD Permit	LS	1	20	20	
8.5	FDOT Permit	LS	1	32	32	
8.6	Pre-Application Meeting with FDOT	EA	1	4	4	
Environmental Permits, Compliance, and Clearances/Reevaluations Technical Subtotal					88 ✓	

Estimator: MA

Belvedere Road and SR 7 Intersection Improvements  
PBC#2020106

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
19.3	Reference and Master Design File	LS	1	35	35	18 hours for set up + 30 hrs per mile X 0.3 mile +1 signalized intersections at 8 hours
19.7	Quantities	LS	1	10	10	2 hours per sheet * 5 sheets
Signing and Pavement Marking Analysis Technical Subtotal					45 ✓	
19.11	Field Reviews	LS	1	3	3	1 field reviews
Signing and Pavement Marking Analysis Nontechnical Subtotal					3	
19. Signing and Pavement Marking Analysis Total					48 ✓	



Project Activity 20: Signing and Pavement Marking Plans

Belvedere Road and SR 7 Intersection Improvements  
PBC#2020106

Estimator: MA

Task No.	Task	Scale	Units	No of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
20.1	Key Sheet		Sheet	1	4	1	4	One keysheet
20.3	Tabulation of Quantities		Sheet	1	8	1	8	8 Hrs for 1st Tabulation sheet = 8 Hrs
20.4	General Notes/Pay Item Notes		Sheet	1	3	1	3	One general notes
20.6	Plan Sheet		Sheet	5	3	5	15	40 Scale -3 sheets along Belvedere and 2 along SR 7
20.7	Typical Details		EA	1	2		2	one estimated
Signing and Pavement Marking Plans Technical Subtotal						8	32	✓
20. Signing and Pavement Marking Plans Total						8	32	✓

Project Activity 21: Signalization Analysis ✓

Estimator: JV

Belvedere Road and SR 7 Intersection Improvements

PBC#2020106

Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
21.2	Traffic Data Analysis	PI	1	6	6	One intersection
21.5	Reference and Master Signalization Design File	PI	1	30	30	One intersection
21.10	Quantities	LS	1	2	2	1 intersection
21.11	Cost Estimate	LS	1	2	2	
Signalization Analysis Technical Subtotal					40 ✓	
21.14	Field Reviews	LS	1	8	8	two field reviews: 1 Initial Field Review, 1 at 65%, 2 people per review 2 hrs per visit, 2X2X2=8 hrs
21.15	Technical Meetings	EA	2	2	4	Two meetings Palm Beach Traffic Design and Power Company (service point coordination)
Signalization Analysis Nontechnical Subtotal					12	
21. Signalization Analysis Total					52 ✓	

Project Activity 22: Signalization Plans

Estimator: JV

Belvedere Road and SR 7 Intersection Improvements  
PBC#2020106

Task No.	Task	Scale	Units	No of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
22.1	Key Sheet		Sheet	1	4	1	4	
22.2	Summary of Pay Items		Sheet	1	4	1	4	
22.3	Tabulation of Quantities		Sheet	1	6	1	6	
22.4	General Notes/Pay Item Notes		Sheet	1	4	1	4	
22.5	Plan Sheet		Sheet	1	6	1	6	One intersection
Signalization Plans Technical Subtotal						7	24	✓
22. Signalization Plans Total						7	24	✓

**Reimbursable Fees**  
**Propel Engineering, Inc.**

2.2 RIGHT-OF-WAY PERMIT FEE SCHEDULE (CONTINUED)

<u>Right-of-Way Permit Types</u>	<u>Permit Application Fee</u>	<u>One-Time Right-of-Way Usage or Occupancy Fee</u>
--------------------------------------	---------------------------------------	---

Docks, Davits and Boat Lifts  
[RE: CHAPTER 3, SECTION 3.6] (CONTINUED)

Boat Lifts	\$ 2.00 per S.F. of boat lift platform horizontal area within canal right-of-way (min. \$ 300.00)	\$ 5.00 per S.F. of boat lift platform horizontal area within canal right-of-way (min. \$ 450.00)
------------	---	---

Boat lift permit application fees and one-time right-of-way usage or occupancy fees include fees to permit required erosion control such as a bulkhead or rock rubble riprap.

Drainage Outfall Connections [REF: CHAPTER 3, SECTION 3.5]	\$ 500.00 per application	\$ 750.00 each ✓
---	---------------------------	------------------

A drainage outfall connection is defined as that facility conveying stormwater from the internal stormwater management system to the LWDD canal beginning at and including the internal stormwater management system's discharge control structure and ending at the outfall within LWDD right-of-way. The drainage outfall connection facility includes but may not be limited to stormwater discharge control structures, swales, ditches, pipes, manholes, catchbasins, endwalls, canal berms, canal channel side slopes, and revetment for channel side slope stabilization.

Irrigation Connection Permits (ICP) [REF: CHAPTER 3, SECTION 3.8]	\$ 6.50 per L.F. of irrigation connection pipe and intake equipment within canal right-of-way (min. \$ 300.00)	\$ 10.00 per L.F. of irrigation connection pipe and intake equipment within canal right-of-way (min. \$ 450.00)
---	--	---



Optional Services Fees and Scope  
Propel Engineering



**SCOPE OF SERVICES**

**For  
Post Design**

**Belvedere Road and SR 7 Intersection Improvements  
Palm Beach County Project #2020106**

Propel Engineering, Inc. proposes to provide additional professional services required in connection with the Post Design Services for the above project. It shall be Propel's responsibility to utilize appropriate engineering judgment, practices, and principles during the prosecution of the work. These services are intended to provide construction support including engineering assistance, shop drawing reviews, responses to Requests for Information (RFI), site visits, and meetings, which will be required to satisfactorily complete construction. Propel will also provide as-built plans for signalization plans.

✓

OPTIONAL SERVICES ESTIMATE OF FEES FOR POST DESIGN

Name of Project:Belvedere Road and SR 7 Intersection Improvements

County:Palm Beach

PBC Project Number:PBC#2020106

Consultant Name:Propel Engineering, Inc.

Consultant No.:1930010904

Staff Classification	Total Staff Hours	Project Manager	Senior Engineer	Project Engineer	Engineering Intern	CADD/Computer Technician	SH	Salary	Average
		\$67.00	\$62.00	\$47.00	\$33.00	\$30.00	By Activity	Cost By Activity	Rate Per Task
Post Design Services for roadway, drainage, signal, and structures	60	12	15	21	6	6	60	\$3,099	\$51.65
Signalization As-built Plans	20	2	2	6	3	3	16	\$729	\$45.56
Total Staff Hours	80	14	17	27	9	9	76		
Total Staff Cost		\$938.00	\$1,054.00	\$1,269.00	\$297.00	\$270.00		\$3,828.00	\$50.37

Raw Labor Cost = \$3,828.00

Approved Multiplier = 2.94

Total Staff Cost with Multiplier = \$11,254.32

# OEBO SCHEDULE 1

EXHIBIT 1 - PAGE 101

SOLICITATION/PROJECT/BID NAME: Belvedere Road and SR7 Intersection Improvements

SOLICITATION/PROJECT/BID NO.: 2020106

SOLICITATION OPENING/SUBMITTAL DATE: September 17, 2019

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: Propel Engineering, Inc.

ADDRESS: 2711 Vista Parkway, Suite B-7, West Palm Beach, FL 33411

CONTACT PERSON: Majharul Alam, P.E., PMP

PHONE NO.: 561-866-5730

E-MAIL: maj@propel-engineering.com

PRIME'S DOLLAR AMOUNT OR PERCENTAGE OF WORK: \$114,548.77

\*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. Propel Engineering, Inc. 2711 N. Vista Parkway, Suite B-7 West Palm Beach, FL 33411 (561)-866-5730	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>						Asian-\$114,548.77
2.	<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"/>						
5.	<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

Asian-\$114,548.77

Total Bid/Offer Price \$ 114,548.77

Total Certified S/M/WBE Participation \$ 114,548.77

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

Name & Authorized Signature

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 due date are eligible to meet the established OEBO 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.

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: 2020106  
SOLICITATION/PROJECT NAME: Belvedere Road and SR7 Intersection Improvements

Prime Contractor: Propel Engineering, Inc. 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): 04/11/2026

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
1	3.02 General Highway Design				\$114,548.77

The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$114,548.77

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

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

Price or Percentage:

Propel Engineering, Inc.  
Print Name of Prime  
By:   
Authorized Signature  
Majharul Alam  
Print Name  
President  
Title  
Date: 04/04/2023

N/A  
Print Name of Subcontractor/subconsultant  
By: N/A  
Authorized Signature  
N/A  
Print Name  
N/A  
Title  
Date: N/A

## Exhibit D

Page 1 of 1 N:\ROADWAY\CCNA\ANNUALS\INTERSECTION\Project\2020\2020106\Supplement 1\Project History

Search

Home Unsaved Tasks View All Insured

Insured Name  
Prapel Engineering Inc. (DX00000506)  
Prapel Engineering Inc. (DX00000506)  
Active Records Only  
Advanced Search

All Insured

Name	Prapel Engineering Inc.
Account Number	DX00000506
Address	
Status	Currently in Compliance

Insured Tasks Admin Tools

View  
All Insured  
Notes  
History  
Deficiencies  
Coverages  
Requirements  
Contract Screen  
Add  
Edit  
Help  
Video Tutorials

Insured

Business Units DBA Number Print Insured Info Print Compliance Report

Account Information

Account Number	DX00000506
Risk Type	Standard - Professional Services
Do Not Call	Address Updates

Address Information

Mailing Address	Physical Address
-----------------	------------------

Insured	Prapel Engineering Inc.
Address 1	
Address 2	
City	
State	
Zip	
Country	

Contract Information

Contract Number	
Contract Start Date	Contract End Date
Contract Effective Date	Contract Expiration Date
Description of Services	R2020-0542-Interaction Improvements Annual Services
Contact Information	Safety Form II: No

Contact Name	Maj Allen	Misc.
Phone Number	5818685730	Alt Phone Number
Fax Number		
E-Mail Address	maj@prapel-engineering.com	

Approval Data

Rush	No
Contract on File	No
Certificate Received	No
Intermediate Agreement	No
Tax Id	

This Account created by E26 on 02/19/2020.