

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

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<b>Meeting Date:</b>	September 19, 2023 <input checked="" type="checkbox"/>	<b>Consent</b>	<input type="checkbox"/>	<b>Regular</b>
		<b>Workshop</b>	<input type="checkbox"/>	<b>Public Hearing</b>

<b>Department:</b>	Engineering & Public Works Department
<b>Submitted By:</b>	Engineering & Public Works Department
<b>Submitted For:</b>	Roadway Production Division

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**I. EXECUTIVE BRIEF**

**Motion and Title: Staff recommends motion to approve:** Supplement No. 3 (Supplement) to the Australian Avenue Drainage Improvements from Banyan Boulevard to 45<sup>th</sup> Street (Project) Contract (R2022-0335), dated April 12, 2022 (Contract) with HSQ Group, LLC (HSQ) in the amount of \$482,294.03 for professional services for the Project.

**SUMMARY:** Approval of this Supplement will provide the professional services necessary to locate identified and unidentified utilities, to obtain an additional survey for trees and wetland mitigation, and to complete a bridge scour report for the Project. On October 7, 2021, the Goal Setting Committee applied Affirmative Procurement Initiatives of a 20% minimum mandatory Small Business Enterprise (SBE) participation and an SBE evaluation preference. HSQ agreed to 88% SBE participation for the Contract. They agreed to 63.31% SBE participation for this Supplement. Their cumulative SBE participation to date for the Contract including this Supplement is 90.35%. HSQ has an office located in Palm Beach County and is a certified SBE company. The Contract was approved on April 12, 2022, for the amount of \$2,679,239.13. The Contract's total value including this Supplement and previous supplements is \$3,305,674.16. **This Project is included in the Five-Year Road Program and the infrastructure sales tax. District 7 (YBH)**

**Background and Justification:** On April 12, 2022, the Board of County Commissioners (BCC) approved the Contract with HSQ to provide professional services required for the Project. The fee, as detailed in **Exhibit B** of the attached Supplement, has been negotiated as just and reasonable compensation as follows:


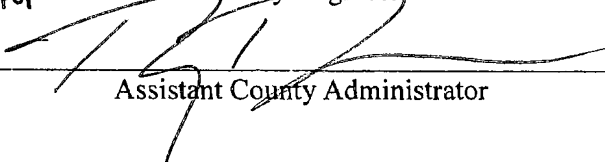
Basic Services (Lump Sum)	\$393,002.78	(Utility Plans, Tree Plans, Bridge Scouring Report, Construction Plans for 36 <sup>th</sup> Street, Wetland Mitigation Plans, Surveying Services and Sketch & Legal Descriptions)
Reimbursable Services (Not to Exceed)	\$ 1,223.15	(Venue Rental, Printing)
Optional Services (Not to Exceed)	<u>\$ 88,068.10</u>	(Utility Coordination, Utility Designation, Mitigation Plan, Sketch & Legal Descriptions)
Total:	\$482,294.03	

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

**Attachments:**

1. Location Map
2. Supplement No. 3 with Exhibits A, B, C, D & Ebix Insurance Compliance (2)

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Recommended by:	 County Engineer	9/17/2023 Date
Approved By:	 Assistant County Administrator	9/13/2023 Date

**II. FISCAL IMPACT ANALYSIS**

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

Fiscal Years	2023	2024	2025	2026	2027
Capital Expenditures	\$ 578,756	-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	\$ 578,756	-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 3502 Dept 361 Unit 1658 Object 6505

**Recommended Sources of Funds/Summary of Fiscal Impact:** Local  
 Road Impact Fee Zone 2  
 Australian Ave. from Banyan Blvd to 45th St

**Supplement No. 3**

• Basic Services	\$ 393,002.78
• Reimbursable	\$ 1,223.15
• Optional Services	\$ 88,068.10
<b>Total Supplement No. 3</b>	<b>\$ 482,294.03</b>

**Estimated Staff Costs**

• Roadway Production	\$ 48,230.00
• Roadway Production: Right-of-Way	\$ 2,058.00
• Survey	\$ 12,058.00
• Traffic	\$ 24,115.00
<b>Total Staff Costs</b>	<b>\$ 96,461.00</b>

**Fiscal Impact** \$ 578,755.03

C. Departmental Fiscal Review: Darryl Ramlal

**III. REVIEW COMMENTS**

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

[Signature] 9/13/2023  
 OFMB 9/19/23  
 MD 9/7

[Signature] 9/11/23  
 Contract Dev. and Control  
 9/14/23

**B. Approved as to Form and Legal Sufficiency:**  
[Signature] 9/12/23  
 Assistant County Attorney

**Impact Fee Project Description**

This Supplement no. 3 to the design contract for the Australian Ave. from Banyan Blvd. to 45th St. improvement project provides payment for professional services necessary to provide design and construction plan preparation for adding new paved shoulder and curbs to both sides of the roadway, lengthening turn-lanes, construction of new drainage facilities, relocation of utilities and construction of new wider bridges.

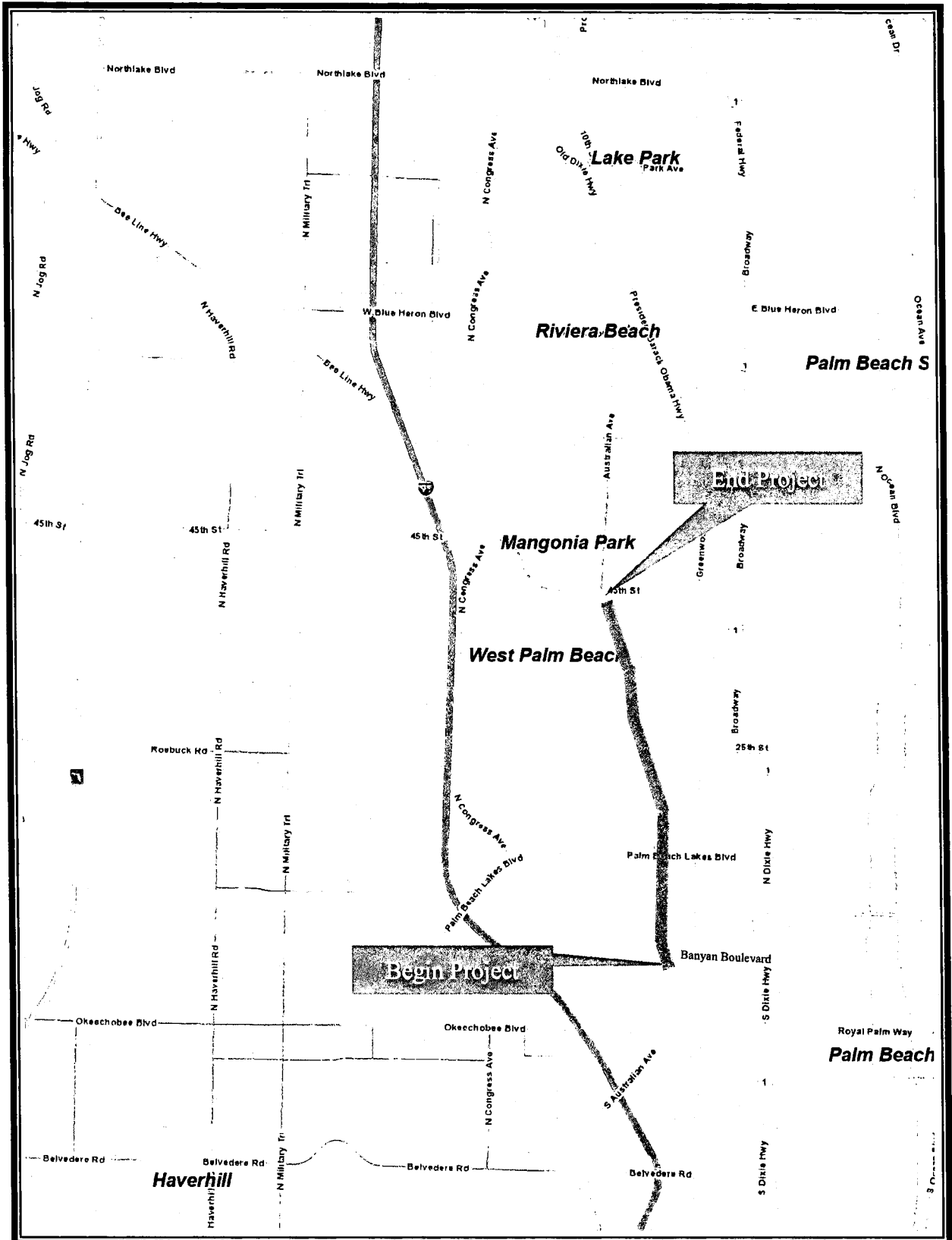
**C. Other Department Review:**  
 \_\_\_\_\_  
 Department Director

The use of Impact Fees is in Accordance with Article 13, Chapter H, Section 4 of the ULDC.

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

# PROJECT LOCATION

## AUSTRALIAN AVENUE DRAINAGE IMPROVEMENTS FROM BANYAN BOULEVARD TO 45<sup>TH</sup> STREET PROJECT NUMBER 2021827



LOCATION MAP

ATTACHMENT 1

**SUPPLEMENT NO. 3 TO THE AUSTRALIAN AVENUE DRAINAGE  
IMPROVEMENTS FROM BANYAN BOULEVARD TO 45<sup>TH</sup>  
STREET PROJECT CONTRACT**

Project Name: **Australian Avenue Drainage Improvements from Banyan Boulevard to 45<sup>th</sup> Street**

Project No: **2021827**

Commission District No.: **7**

SBE Participation for this authorization is **63.31%**

SBE Participation to date for this Contract is **90.35%**

SBE Commitment is **88%**

This authorization is under the EBO Ordinance.

**PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS**

**Account No(s): 3502-361-1658-6505  
& 3950-361-1658-6505-AE10**

Supplement No. 3 to the Project Contract dated April 12, 2022, (R2022-0335) (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: **HSQ Group, LLC**
2. Address: **1001 Yamato Road, Suite 105, Boca Raton, FL 33431**
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 Australian Avenue Drainage Improvements from Banyan Boulevard to 45<sup>th</sup> Street project. Prepare utility location and relocation plans, tree deposition plans, wetland mitigation plans, additional survey services, coordination, and public information coordination. in accordance with the attached **EXHIBIT A** dated June 13, 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	\$393,002.78
<input checked="" type="checkbox"/> Reimbursable Expenses capped at	\$ 1,223.15
<input checked="" type="checkbox"/> Optional Services capped at	<u>\$ 88,068.10</u>
<b>Totaling</b>	<b>\$482,294.03</b>

OEBO Schedules 1 & 2 **EXHIBIT C**

Project History **EXHIBIT D**

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

*Attachment 2*

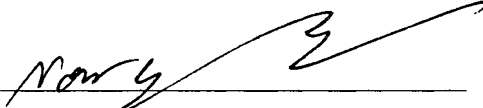


**SUPPLEMENT NO. 3 TO THE AUSTRALIAN AVENUE DRAINAGE  
IMPROVEMENTS FROM BANYAN BOULEVARD TO 45<sup>TH</sup>  
STREET PROJECT CONTRACT**

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: **HSQ Group, LLC**

Federal ID: 20-2052928

Signed: 

Typed Name: Nour Shehadeh, P.E.

Title: Managing Member

Date: August 14, 2023


COUNTY:

Approved as to Terms and Conditions

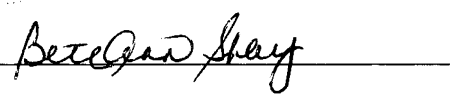
By: 

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

Title: Division Director

 (Corporate Seal)

ATTEST WITNESS:

Signed: 

Typed Name: BethAnn Shay

Title: Office Manager

Date: August 14, 2023

**SUPPLEMENT NO. 3 TO THE AUSTRALIAN AVENUE DRAINAGE  
IMPROVEMENTS FROM BANYAN BOULEVARD TO 45<sup>TH</sup>  
STREET PROJECT 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: Greg 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: ybh \_\_\_\_\_

Typed Name: Yelizaveta B. Herman

Title: Assistant County Attorney

**HSQ GROUP, LLC****Engineers • Planners • Surveyors**1001 Yamato Road • Boca Raton, Florida 33431, Suite 105 • Phone (561) 392-0221 [hsqgroupinc.com](http://hsqgroupinc.com)OK MK  
6-13-23  
JS  
6-13-23

April 24, 2023  
Rev. May 11, 2023  
Rev. May 22, 2023  
Rev. June 7, 2023  
Rev. June 13, 2023

**Supplemental Agreement 3****SCOPE OF SERVICES****Australian Avenue Drainage Improvements  
from Banyan Boulevard to 45<sup>th</sup> Street  
Palm Beach County Project No. 2021827****Project Description:**

The purpose of this SA 3 is related to additional services needed to complete the project as shown in the following list:

- 1- Designate and locate the existing utilities and any other utilities that may not be shown on the plans based on Utility Agency Owners' markups. To expedite the Subsurface Utility Exploration (SUE), Colliers Engineering and Design (Colliers) are added to the project team. HSQ Group, LLC (HSQ) will provide the needed survey for Colliers for Australian Avenue between Banyan Blvd and 25<sup>th</sup> Street. However, the segment of Australian Avenue from 25<sup>th</sup> Street to just south of 45<sup>th</sup> Street will be handled by Ritzel-Mason, Inc. (Ritzel-Mason) who is part of the original project team.

This task will consist of basic and optional services.

**The basic services** will be to perform the test holes as shown on the attached scope from each sub.

- \* **The optional services** will consist of two options; Option 1 includes Quality Level B Designation for the location of the proposed structures and pipes only. Option 2 includes Quality Level B for the remainder of the utilities within the right of way. For more detail see attached scope of services from Colliers and Ritzel-Mason.

- 2- Adjust the utility drawing and utility matrix that was prepared per the original scope to reflect the result of the utility designate as explained under item 1 above.
- 3- Prepare utility adjustment sheets. Those sheets are necessary to be stand alone due to the number of Utility Agency Owners in the corridor.
- 4- Prepare tree deposition plans. The plans will show the trees that are to remain and the trees that are to be removed or relocated. These plans are to be prepared as a result of the continuous coordination with the City of West Palm Beach.
- 5- Prepare bridge scour report to assist the structural engineer to determine the length of piles.
- 6- Prepare construction plans for 36<sup>th</sup> Street between Australian Ave. and Carver Canal. This task will include the drainage analyses needed, the evaluation of the outfall pipe at Carver Canal by video and visual inspection.
- 7- Additional utility coordination meetings. Due to the complexity of the project, five meetings will be needed at 65% and five meetings will be needed at the 100% plans.

**HSQ GROUP, LLC****Engineers • Planners • Surveyors**1001 Yamato Road • Boca Raton, Florida 33431, Suite 105 • Phone (561) 392-0221 [hsqgroupinc.com](http://hsqgroupinc.com)

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- 8- Additional coordination for the utility soft dig was done for the proposed signals where HSQ provided standby survey crew to survey the location of the exposed utilities. After the signal foundations were adjusted and moved to new locations, that resulted in five more soft dig areas where HSQ provided a survey crew on a standby to survey the location of the utilities.
- 9- Prepare sketch and legal documents for 22 additional parcels.
- 10- Survey city property at the location of the proposed outfall.
- 11- Prepare survey for the east side of 36<sup>th</sup> Street from approximately 150' east of Australian Ave. to Carver Canal.
- 12- Prepare tree survey for approximately 5 acres located at the northeast corner of Carver Canal and Australian Ave. The task is very time consuming due to the need for cutting in survey paths in the wooded area to obtain the location of the trees.
- 13- Prepare and secure tree removal permit from the City of West Palm Beach for item 12 above.
- 14- Preparation for the Public Information meeting. For more detail see attached additional scope of services from The Valerin Group, Inc. (Valerin).
- 15- Preparation of wetland mitigation plan. See attached scope of services from EW Consultants, Inc.

**Project Schedule:**

The additional work will be done within 60 days of the Notice to Proceed for this supplemental agreement.

**Estimate of Work Effort and Cost**

Name of Project: Australian Avenue Drainage Improvements from Banyan Boulevard to 45th Street SA#3  
 PBC Project Number: 2021827

Consultant Name: HSQ Group, LLC  
 Consultant Number:  
 Date: 6/7/2023

Task Description	Total Staff Hours	Staff Categories								Staff Hours By Activity	Salary Cost By Activity	Average Rate Per Task
		Principal Engineer	Senior Engineer	Project Manager	Project Engineer	Engineer Intern	Two-Man Crew	Surveyor	Survey Technician			
<b>BASIC SERVICES</b>		✓ \$72.00	✓ \$65.00	✓ \$70.00	✓ \$54.00	✓ \$35.00	✓ \$55.00	✓ \$50.00	✓ \$33.00			
1 4 - Roadway Analysis	✓ 50.0	5.0	10.0	25.0	5.0	5.0				✓ 50.0	\$3,205.00	\$ 64.10
2 5 - Roadway Plans	✓ 744.0	37.0	37.0	149.0	223.0	298.0				✓ 744.0	\$37,971.00	\$ 51.04
3 6a - Drainage Analysis	✓ 52.0	10.0	16.0	16.0	10.0	0.0				✓ 52.0	\$3,420.00	\$ 65.77
4 6b - Drainage Plans	✓ 54.0	3.0	3.0	16.0	16.0	16.0				✓ 54.0	\$2,955.00	\$ 54.72
5 7 - Utilities	✓ 80.0	0.0	8.0	40.0	16.0	16.0				✓ 80.0	\$4,744.00	\$ 59.30
6 20 - Signing & Pavement Marking Plans	✓ 24.0	1.0	1.0	5.0	7.0	10.0				✓ 24.0	\$1,215.00	\$ 50.63
7 Surveying Services	✓ 265.0	0.0	0.0	0.0	0.0		152.0	7.0	106.0	✓ 265.0	\$12,208.00	\$ 46.07
<b>Total Staff Hours (Basic Services)</b>	✓ 1269.0	✓ 56.0	✓ 75.0	✓ 251.0	✓ 277.0	✓ 345.0	✓ 152.0	✓ 7.0	✓ 106.0	✓ 1269.0		
<b>Total Staff Cost (Basic Services)</b>		✓ \$4,032.00	✓ \$4,875.00	✓ \$17,570.00	✓ \$14,958.00	✓ \$12,075.00	✓ \$8,360.00	✓ \$350.00	✓ \$3,498.00		✓ \$65,718.00	\$ 51.79
<b>OPTIONAL SERVICES</b>												
1 Surveying Services	✓ 70.0						40.0		30.0	✓ 70.0	\$3,190.00	\$ 45.57
<b>Total Staff Hours (Optional Services)</b>	✓ 70.0	0.0	0.0	0.0	0.0	0.0	✓ 40.0	0.0	✓ 30.0	✓ 70.0		
<b>Total Staff Cost (Optional Services)</b>		✓ \$0.00	✓ \$0.00	✓ \$0.00	✓ \$0.00	✓ \$0.00	✓ \$2,200.00	✓ \$0.00	✓ \$990.00		✓ \$3,190.00	\$ 45.57

EBO SBE Calculation for this Fee Summary		SBE \$	Non-SBE \$
Prime	✓	\$221,124.00	
The Valerin Group, Inc.	✓	\$7,427.69	
Ritzel-Mason, Inc.	✓	\$74,140.35	
Colliers Engineering and Design, Inc.	✓	\$176,932.29	
EW Consultants, Inc.	✓	\$2,669.70	
<b>Totals</b>		<b>\$ 305,361.74</b>	<b>\$ 176,932.29</b>

SBE % Achieved ✓ 63.31%  
 SBE % Committed ✓ 88.00%

Basic Services:	
Salary Related Costs:	✓ \$65,718.00
Contract Multiplier	✓ 3.00
<b>Prime Consultant (Loaded)</b>	✓ <b>\$197,154.00</b>
Sketch and Legal Descriptions (HSQ Group, LLC) (22 x \$600)	✓ \$13,200.00
<b>Subtotal Basic Services (Prime Firm):</b>	✓ <b>\$210,354.00</b>
Basic Services (The Valerin Group, Inc.)	✓ \$6,204.54
Basic Services (Ritzel-Mason, Inc.)	✓ \$48,332.10
Basic Services (Colliers Engineering and Design, Inc.)	✓ \$128,112.14
<b>Subtotal Basic Services (Subconsultants)</b>	✓ <b>\$182,648.78</b>
<b>Basic Services Total:</b>	✓ <b>\$393,002.78</b>

Reimbursables:	
Reimbursables (The Valerin Group, Inc.)	✓ \$1,223.15
<b>Reimbursables Total:</b>	✓ <b>\$1,223.15</b>

Optional Services:	
Prime Consultant (Unloaded)	✓ \$3,190.00
Contract Multiplier	✓ 3.00
Prime Consultant (Loaded)	✓ \$9,570.00
Utility Designating Services Remaining R/W Width (Ritzel-Mason, Inc.)	✓ \$25,808.25
Designation from ROW to ROW (Colliers Engineering and Design, Inc.)	✓ \$48,820.15
Prepare Mitigation Plan (EW Consultants, Inc.)	✓ \$2,669.70
Sketch and Legal Descriptions (HSQ Group, LLC) (2 x \$600)	✓ \$1,200.00
<b>Optional Services Total:</b>	✓ <b>\$88,068.10</b>

**Grand Total Estimated Fees:** ✓ **\$482,294.03**

**Project Activity 4: Roadway Analysis**

<b>Task No.</b>	<b>Task</b>	<b>Units</b>	<b>No of Units</b>	<b>Hours/ Unit</b>	<b>Total Hours</b>	<b>Comments</b>
4.1	Typical Section	LS	3	2	✓ 3	1 typical at 36th street
4.2	Side streets vertical and horizontal geometry	EA	3	2	✓ 6	
4.3	Driveway profiles	EA	3	✓ 3	✓ 3	
4.5	Horizontal and vertical design	LS	3	16	✓ 16	
4.15	Design Report	LS	3	✓ 8	✓ 8	
4.16	Quantities	LS	3	✓ 8	✓ 8	
4.17	Cost Estimate	EA	3	2	✓ 6	
<b>4. Roadway Analysis Total</b>					✓ 50	

Project Activity 5: Roadway Plans

Task No.	Task	Scale	Units	No. of Units or	Hours/ Unit or Sheet	Total Hours	Comments
5.3.1	Typical Sections drafting		Sheet	3	3	✓ 6	
5.3.2	Typical Section Details		Sheet	3	3	✓ 5	
5.8	Profile Sheet		Sheet	3	20	✓ 20	
5.9	Plan Sheet		Sheet	3	20	✓ 20	
5.10	Driveways profiles		Sheet	3	3	✓ 4	
5.12	Side streets profile		Sheet	3	3	✓ 8	
5.15	Utility adjustment sheets		Sheet	40	12	✓ 480	
5.10	Tree deposition plans		Sheet	31	3	✓ 186	
5.10	Cross Sections		EA	3	3	✓ 15	
<b>5. Roadway Plans Total</b>						✓ <b>744</b>	

Project Activity 6a: Drainage Analysis

<b>Task No.</b>	<b>Task</b>	<b>Units</b>	<b>No of Units</b>	<b>Hours/ Unit</b>	<b>Total Hours</b>	<b>Comments</b>
6a.9	Design of Storm Drains	EA	i	i	✓ 36	
6a.10	Bridge scour report	EA	i	16	✓ 16	
<b>6a. Drainage Analysis Total</b>					<b>✓ 52</b>	



**6b. Drainage Plans**

<b>Task No.</b>	<b>Task</b>	<b>Units</b>	<b>No. of Units or Sheet</b>	<b>Hours/ Unit or Sheet</b>	<b>Total Hours</b>	<b>Comments</b>
6b.1	Drainage Map	Sheet	3	6	✓ 4	REVISE 1 DRAINAGE MAP TO ADD 36TH STREET
6b.5	Summary of Drainage Structures	Sheet	3	6	✓ 4	
6b.5	Drainage Structure Sheet(s)	Sheet	3	6	✓ 24	
6b.6	Drainage Detail Sheets	Sheet	1	16	✓ 16	
6b.12	SWPPP Sheet(s)	Sheet	1	6	✓ 6	REVISE ONE SHEET
<b>6. Drainage Plans Total</b>					✓ <b>54</b>	

**Project Activity 7: Utilities**

<b>Task No.</b>	<b>Task</b>	<b>Units</b>	<b>No of Units</b>	<b>Hours/ Unit</b>	<b>Total Hours</b>	<b>Comments</b>
7.5	Utility Meetings	LS	1	40	✓ 40	10 meetings for 2 people + minutes
7.11	Utility CONFLICT MATRIX	LS	1	40	✓ 40	REVISE MATRIX TO COUNT FOR LEVEL B DESIGNATION
<b>7. Utilities Total</b>					✓ <b>80</b>	

Project Activity 20: Signing and Pavement Marking Plans

Task No.	Task	Units	No of Units	Hours/ Unit	No. of Sheets	Total Hours	Comments
20.2	Summary of Pay Items	LS	1	2	1	2	
20.3	Tabulation of Quantities	LS	1	2	1	2	
20.6	Plan Sheet	Sheet	1	20	1	20	
<b>20. Signing and Pavement Marking Plans Total</b>					<b>3</b>	<b>24</b>	

## Project Activity 7: Surveying Services

Task No.	Task	Two-Man Crew	Surveyor	Survey Technician	Comments
1	Video Inspict outfall pipe	0	0	2	
2	Topopgraphic survey of the 36th Street (approximately 300')	0	0	2	
5	Provide stand by crew for utility soft dign	40	0	2	
4	survey city property at the location of the outfall for about 20' wide	0	0	2	425'x20' including front slope of Carver Canal
5	Tree survey for 5 acres (including time for cutting in path for survey between trees)	40	0	20	
6	Survey designated utilities for the location of the structures and along all proposed drainage pipes and exfiltration trenches	40	4	40	15 utility owners in this project, coordinate with SUE firm, numerous mobilizations
7	Survey the test holes	40	0	20	estimated 120 test holes
	<b>7. Surveying Services Total</b>			<b>265</b>	

~~X~~ Optional: Surveying Services

Task No.	Task	Two-Man Crew	Survey Technician	Comments
1	Survey designated for the entire length and from right of way to right of way	30	30	
	<b>7. Surveying Services Total</b>	✓	<b>70</b>	

Date: April 8, 2023  
To: Nour Shehadeh, HSQ Group  
From: Valerie Ciudad-Real, The Valerin Group, Inc.  
Re: Australian Avenue Drainage Improvements from Banyan Boulevard to 45th Street  
Supplemental Agreement Information / Project No.: 2021827

Per our discussion, below are the deliverables that we developed and provided that were not included in our negotiated scope of services. These items include the following:

- Presentation (we were originally scoped to assist with it, but we developed the entire presentation, including the script and performed the voiceover)
- Public Information Notification
- Handout (provided at Public Information Meeting)
- Formatted roll plots
- Coordinated printing of roll plots and picked them up from printer
- Developed the Welcome Board and Directional Signs and coordinated printing and picked them up from printer
- Final Public Information Summary (we are working on that now)

Additional hours used for the out-of-scope items are as follows for the following classifications:

Community Outreach Specialist (\$42.41/hour): 34 hours = \$1,441.94

Graphic Designer (\$39.14/hour): 16 hours = \$626.24

Total Additional Labor: 50 hours = \$2,068.18 x 3 = \$6,204.54

Below are the direct expenses\* that we incurred that were not included in our negotiated scope and fee:

Venue Rental: \$586.50

Printing of Boards: \$636.65

Total Direct Expenses: \$1,223.15

\*Invoices for direct expenses are attached for your review.

**TOTAL LABOR/DIRECT EXPENSES FEE: \$7,427.69**

If you have any questions, or need additional information, please let me know.

Sincerely,



Valerie Ciudad-Real  
President

**Estimate of Work Effort and Cost**

Name of Project: Australian Avenue Drainage Improvements from Banyan Boulevard to 45th Street

Consultant Name: The Valerin Group, Inc.

PBC Project Number: 2021827

Date: 4/11/2023

Task Description	Total Staff Hours	Staff Categories		Staff Hours By Activity	Salary Cost By Activity	Average Rate Per Task
		Community Outreach Speciaslist	Graphic Designer / Website Developer			
		✓ \$42.41	✓ \$39.14			
<b>BASIC SERVICES</b>						
1 Project General and Project Common Tasks	✓ 50.0	34.0	16.0	✓ 50.0	\$2,068.18	\$ 41.36
<b>Total Staff Hours (Basic Services)</b>	✓ 50.0	✓ 34.0	✓ 16.0	✓ 50.0		
<b>Total Staff Cost (Basic Services)</b>		✓ \$1,441.94	✓ \$626.24		✗ \$2,068.18	\$ 41.36

<u>Basic Services:</u>	
Salary Related Costs:	✓ \$2,068.18
	Contract Multiplier ✓ 3.00
	<b>Subtotal Basic Services :</b> ✓ \$6,204.54
<b>Basic Services Total:</b>	✓ \$6,204.54

<u>Reimbursables:</u>	
Venue Rental	✓ \$586.50
Printing of Boards	✓ \$636.65
<b>Reimbursables Total:</b>	✓ \$1,223.15

**Grand Total Estimated Fees:** ✓ \$7,427.69

**Project Activity 3: Project General and Project Common Tasks**

Estimator: Valerie Ciudad-Real

Public Involvement and Community Outreach Services for  
Australian Avenue Drainage Improvements from Banyan Boulevard to 45th Street Design

Representing	Print Name	Signature / Date
The Valerin Group, Inc.	Valerie Ciudad-Real	4/11/2023

*NOTE: Signature Block is optional, per District preference*

Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
	Public Involvement					
1.0	Public Involvement and Community Outreach Plan	LS	✓ 0	0	✓ 0	
2.0	Stakeholder Data Development	LS	✓ 0	0	✓ 0	
3.0	Public Information Meetings	LS	3	3	✓ 3	Prepared Public Information Meeting Summary following meeting as part of the project file and provided to HSQ Group to provide to PBC.
4.0	Project Information/Collateral Development	LS	47	47	✓ 47	Prepared entire presentation, including script and performed voiceover; developed notification and handout for public information meeting; formatted and cleaned up roll plots (added labels and boarder template); developed Welcome Board and directional signage; and coordinated printing of boards and picked up from printer.
5.0	Project Management	LS	0	0	✓ 0	
<b>3.1 Public Involvement Subtotal</b>					<b>✓ 50</b>	



FACILITY REFUND RECEIPT

Receipt # 333914  
 Payment Date: 04/05/2023  
 Household: 44669

THE VALERIN GROUP, INC  
 3903 NORTHDAL BLVD  
 TAMPA FL 33624

City of West Palm Beach Parks & Rec  
 3rd Floor  
 P.O. Box 3366  
 West Palm Beach, FL 33402  
 Phone: (561)804-4900  
 Visit us on the Web at: www.wpb.org

**Reservation Updated: Mary McDonald-Wilson, East Hall**

Address: 1501 N. Australian Ave, West Palm Beach, FL, 33401  
 Reserv. Contact: **Tina Allen**  
 Phone Number: **(813)751-0478**  
 Reserv. Number: 32353  
 Status: Firm  
 Purpose: Public Meeting  
 Anticipated Count: 100

<u>Date(s) And Times</u>	<u>New Fees</u>	<u>Total Fees</u>	<u>New Paid</u>	<u>Total Paid</u>	<u>Amount Due</u>
Tue 04/04/2023 6:00P to 9:00P	350.00-	586.50	350.00-	586.50	0.00

<u>Fee Description</u>	<u>Amount</u>	<u>Count</u>	<u>Discount</u>	<u>Sales Tax</u>	<u>Total Fee</u>
GP - Facility NR	150.00	3.00	0.00	31.50	481.50
Staff Fee Facility Permits	35.00	3.00	0.00	0.00	105.00

Processed on 04/05/23 @ 4:09pm by STEVE

Total New Fees	350.00-
Discount Applied	0.00
Total New Taxes	0.00
<b>Total Due</b>	<b>350.00-</b>
Total Fees Refunded	350.00
Total Taxes Paid	0.00
<b>Total Refunded</b>	<b>350.00</b>

**Household Balance Information**

Overall Household Credit Balance Available 0.00  
 Overall Household Balance Due 0.00

Refund of: 350.00 Made By:AX Card#: xxxxxxxxxxxx2100 With Reference: Tina Allen; AX/ Damage Deposit Refund

X \_\_\_\_\_  
 Tina Allen

Your Account has been credited the above amounts listed.

\_\_\_\_\_  
 Authorized Signature Date Authorized Signature Date

FACILITY SALES RECEIPT

Receipt # 332427  
 Payment Date: 03/16/2023  
 Household: 44669

THE VALERIN GROUP, INC  
 3903 NORTHDAL BLVD  
 TAMPA FL 33624

City of West Palm Beach Parks & Rec  
 3rd Floor  
 P.O. Box 3366  
 West Palm Beach, FL 33402  
 Phone: (561)804-4900  
 Visit us on the Web at: www.wpb.org

**Reservation Updated: Mary McDonald-Wilson, East Hall**

Address: 1501 N. Australian Ave, West Palm Beach, FL, 33401  
 Reserv. Contact: **Tina Allen**  
 Phone Number: **(813)751-0478**  
 Reserv. Number: 32353  
 Status: Firm  
 Purpose: Public Meeting  
 Anticipated Count: 100

<u>Date(s) And Times</u>	<u>New Fees</u>	<u>Total Fees</u>	<u>New Paid</u>	<u>Total Paid</u>	<u>Amount Due</u>
Tue 04/04/2023 6:00P to 9:00P	0.00	936.50	936.50	936.50	0.00

<u>Fee Description</u>	<u>Amount</u>	<u>Count</u>	<u>Discount</u>	<u>Sales Tax</u>	<u>Total Fee</u>
GP - Facility NR	150.00	3.00	0.00	31.50	481.50
Deposits - All Sites	350.00	1.00	0.00	0.00	350.00
Staff Fee Facility Permits	35.00	3.00	0.00	0.00	105.00

Processed on 03/16/23 @ 1:37pm by STEVE

Total New Fees	0.00
Discount Applied	0.00
Total New Taxes	0.00
Old Balances Included	936.50
<b>Total Due</b>	<b>936.50</b>
Total Fees Paid	905.00
Total Taxes Paid	31.50
<b>Total Paid</b>	<b>936.50</b>

**Household Balance Information**

Overall Household Credit Balance Available 0.00  
 Overall Household Balance Due 0.00

Payment of: 936.50 Made By:AX Auth: 280831 Card#: xxxxxxxxxxxx2100 With Reference: Tina Allen; cc ax

X \_\_\_\_\_  
 Tina Allen

I agree to pay above total amount according to card issuer agreement.



Payment receipt

You paid \$636.65 ✓

to Splash on Print on 4/6/2023

Invoice no.	4008
Invoice amount	\$636.65
Total	✓ \$636.65

No additional transfer fees or taxes apply.

Status	Paid
Payment method	Credit Card
Authorization ID	MU0152398659

Thank you



Splash on Print

(954) 600-5271

www.splashonprint.com | splashonprint@gmail.com

6450 West Atlantic Blvd #3, Margate, FL 33063

**Payment services brought by:**

Intuit Payments Inc.  
2700 Coast Avenue, Mountain  
View, CA 94043  
Phone number 1-888-536-4801  
NMLS #1098819

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Payments' money transmission  
licenses, please visit  
[https://www.intuit.com/legal/licenses/payment-  
licenses/](https://www.intuit.com/legal/licenses/payment-licenses/).



April 24, 2023

Nour Shehadeh  
 HSQ Group, LLC  
 1001 Yamato Road, Suite 105  
 Boca Raton, Florida 33431

Ritzel-Mason, Inc.

5119 Beechwood Road  
 Delray Beach, FL 33484

**Subject:** Fee Proposal for Utility Investigation Services

Phone: 786.472.0358

**Project:** Australian Avenue Drainage Improvements from Banyan Boulevard to 45<sup>th</sup> Street / Project No.: 2021827

[www.ritzel-mason.com](http://www.ritzel-mason.com)

Dear Mr. Shehadeh:

Ritzel-Mason appreciates the opportunity to prepare this fee proposal for providing subsurface utility engineering (SUE) services on the above referenced project. Ritzel-Mason is registered and licensed in the state of Florida. This letter will serve as our official scope of services and is accompanied by the included fee estimate. The combination of our resources and experience will provide HSQ Group, LLC. (the Client) with the confidence that Ritzel-Mason is the right choice to complete the project on time and on budget. Ritzel-Mason has been requested by the Client to provide utility designating services to verify the horizontal and vertical positions of existing utilities.

**Project Limits:** The limits of our investigation will include Australian Avenue in West Palm Beach, Florida:

**Basic Services** - from south of 25<sup>th</sup> Street (BL Station 389+00) to south of 45<sup>th</sup> Street (BL Station 453+60. Limits will include 10 feet around proposed drainage structures, drainage pipes and exfiltration trenches. See attached exhibit as provided by the Client.

\* **Optional Services** - from south of 25<sup>th</sup> Street (BL Station 389+00) to south of 45<sup>th</sup> Street (BL Station 453+60. Limits will include full width of right-of-way and extended down side streets to match limits of previous completed topography

**Scope of Services:** Ritzel-Mason will complete a SUE investigation in general accordance with ASCE Standard 38-02: Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data. Ritzel-Mason will search for the existence and approximate location of subsurface utilities within the project limits except those listed under Exclusions below.

The specific work includes:

- A. Field Investigation using appropriate surface geophysical techniques:

Australian Avenue Drainage Improvements from Banyan Boulevard to 45<sup>th</sup> Street



- a. Documented conductive utilities – designate with the objective of achieving Quality Level B for conductive utilities. Where not possible, lower Quality Levels will be established. Utilities of non-conductive material installed with serviceable tracer wire or tape will be considered conductive. It is important to note, however, that the depicted location of such utilities represents the tracer rather than the actual utility.
  - b. Documented non-conductive utilities – investigate with the objective of achieving Quality Level C. Where not possible, depict at Quality Level D.
  - c. Undocumented utilities – are those utilities that may exist in the project area that have not been previously identified, are not discovered during records research, and for which there is no prior knowledge. Ritzel will use our standard search protocol in an attempt to determine the existence and approximate location of undocumented utilities; however, this work cannot guarantee that all utilities will be found and depicted.
- B. Quality Level exceptions – the following utilities will be investigated with the objective of achieving the specific Quality Level stated:
- a. Gravity sanitary sewers – Quality Level C.
  - b. Non-conductive utilities with ready access allowing sonde, metal tape or detection rod insertion and tracking – Quality Level B.
  - c. Subaqueous crossings – Quality Level D.
- C. Exclusions – the following utilities and/or components will not be investigated:
- a. Utility vault or manhole interiors
  - b. Traffic control loops
  - c. Signage wiring
  - d. Irrigation lines
  - e. Cathodic protection
  - f. Thrust blocks.
  - g. Septic systems.
  - h. Underground storage tanks, piping and wiring.
  - i. Overhead utilities
- D. Vacuum Excavation – Quality Level A Test holes
- a. Ritzel-Mason proposes to use vacuum excavation equipment to perform **up to 60 test holes** at locations as directed by the client. Vacuum excavation methods will enable Ritzel-Mason to visualize the utility in question for a high degree of certainty. Ritzel-Mason will make every effort to vacuum excavate to a depth of eight (8) feet using high pressure air methods. However, vacuum excavation will cease when these methods are unable to progress below refusal, such as bedrock or flowable fill. Ritzel-Mason will not employ destructive methods, such as jackhammers or chipping hammers, to break up bedrock or other refusal within a test hole due the high risk of damage to buried utilities and safety risk to employees. Utilities deeper than 8 feet may not be found.
  - b. At the completion of each excavation Ritzel-Mason will place an iron rod and cap or a nail and disk at the test hole location and further identify the test hole location with paint marks on the ground

Australian Avenue Drainage Improvements from Banyan Boulevard to 45<sup>th</sup> Street



surface. We will backfill with native material and compact the soil in 6"-12" lifts as well as provide a permanent restoration of the pavement or ground surface within the limits of the original excavation. We will record maximum depth of the test hole as well as vertical depth of any utility encountered. If a utility is encountered, we will also provide utility type, size, shape, material and orientation to the extent we are able to ascertain this information

- c. Ritzel-Mason will notify Sunshine 811 2 full business days in advance of excavation. Ritzel-Mason will mark the conductive utilities by inductive methods utilizing electromagnetic geophysical prospecting equipment. Known non-conductive utilities will be marked utilizing 2-D Radar (GPR).
- d. Due to mobilization costs a minimum of 4 test holes can be requested or mobilization costs will be charged.
- e. Ritzel-Mason cannot provide vacuum excavation in areas where obstructions, such as unmovable vehicles or storage exist.

**Survey:** Ritzel-Mason will provide a **Survey Services** to include the following:

The survey will be exclusively focused on providing utilities found during the utility designating and vacuum excavation processes by Ritzel-Mason. Horizontal coordinates will be based on the North American Datum of 1983 (NAD83), adjustment 2011 based on the Trimble VRS, State Plane Coordinate System Florida East (0901), unless otherwise directed by the Client. Total station methods will be utilized in areas that GPS signals are obstructed.

**Basis and Assumptions:** Unless specifically stated otherwise in the Scope of Services, this proposal is conditioned on the following. Differences may result in necessary changes to the proposed scope and fee.

- Ritzel-Mason will have ready access to the project area. Construction or clearing activities required for access to perform field services are not included.
- Standard Maintenance of Traffic (MOT) is included. Extraordinary MOT such as lane closures, route detouring, crash trucks, off-duty police officer, railroad flagging fees and other efforts deemed atypical are not included.
- Field work can be completed within normally accepted business hours and without the need for overnight or weekend work.
- Possible delays due to weather conditions will be discussed with the client and may affect schedule. Hazardous material, if encountered, will immediately stop work and Ritzel-Mason will not be responsible for any disposal.
- Confined space entry is excluded.
- Entry onto private property beyond incidental, or where prohibited, is not included.
- Entry into buildings is not included.
- Permits are not included but can be requested, if needed.

**Basic Service Fees:**

**Utility Designating Services** including survey of, for proposed drainage only as described above for a lump sum fee of **\$22,026.00**

**Vacuum Excavation Services** including survey of as described above for not-to exceed fee of **\$26,306.10** for 60 test holes.

✓ = \$48,332.10

Australian Avenue Drainage Improvements from Banyan Boulevard to 45<sup>th</sup> Street



\* **Optional Services Fees:**

Utility Designating Services including survey of, for remaining R/W width after proposed drainage areas as described above for a lump sum fee of **\$25,808.25**

**Client Responsibilities:**

- Provide all available records depicting owned utilities in the project area.
- Assist Ritzel-Mason as able in obtaining records of utilities in the project area owned by others.
- Provide or facilitate access to project area for field investigations.

**Deliverables:**

- Paint marks and flags will depict the approximate horizontal position of underground utilities detected
- MicroStation DGN of utilities
- Test hole data sheets
- Summary of Verified Utilities sheet

Again, we appreciate the opportunity to provide our surveying services for HSQ Group, LLC. Please call me directly at 786.472.0358, if you have any questions or comments. We look forward to beginning work on this project upon receiving your authorization to proceed.

Sincerely,

A handwritten signature in black ink that reads 'Dennis Ritzel'.

Dennis Ritzel  
Vice President  
786.472.0358  
Email: [dennis@ritzel-mason.com](mailto:dennis@ritzel-mason.com)

**Estimate of Work Effort and Cost**

Name of Project: Australian Avenue Drainage Improvements from Banyan Boulevard to 45th Street SA#3

Consultant Name: Ritzel-Mason, Inc.

PBC Project Number: 2021827

Consultant Number: VS000001925

Date: 6/7/2023

Task Description	Total Staff Hours	Staff Categories				Staff Hours By Activity	Salary Cost By Activity	Average Rate Per Task
		2-Man Survey Crew	3-Man SUE Crew	Project Surveyor	Survey-CADD Technician			
<b>BASIC SERVICES</b>		✓ \$48.25	✓ \$73.50	✓ \$50.00	✓ \$30.00			
1 Utility Designating Services Proposed Drainage	✓ 115.0	16.0	80.0	6.0	13.0	✗ 115.0	\$7,342.00	\$ 63.84
2 Vacuum Excavation Services	✓ 151.2	30.0	79.2	12.0	30.0	✗ 151.2	\$8,768.70	\$ 57.99
<b>Total Staff Hours (Basic Services)</b>	✓ 266.2	✓ 46.0	✓ 159.2	✓ 18.0	✓ 43.0	✗ 266.2		
<b>Total Staff Cost (Basic Services)</b>		✓ \$2,219.50	✓ \$11,701.20	✓ \$900.00	✓ \$1,290.00		✗ \$16,110.70	\$ 60.52
<b>OPTIONAL SERVICES</b>								
1 Utility Designating Services Remaining R/W Width	✓ 132.0	19.0	96.0	6.0	11.0	✗ 132.0	✓ \$8,602.75	\$ 65.17
<b>Total Staff Hours (Optional Services)</b>	✓ 132.0	✓ 19.0	✓ 96.0	✓ 6.0	✓ 11.0	✗ 132.0		
<b>Total Staff Cost (Optional Services)</b>		✓ \$916.75	✓ \$7,056.00	✓ \$300.00	✓ \$330.00		✗ \$8,602.75	\$ 65.17

<b>Basic Services:</b>	
Salary Related Costs:	✓ \$16,110.70
	Contract Multiplier ✓ 3.00
	<b>Subtotal Basic Services :</b> ✓ \$48,332.10
<b>Optional Services Total:</b> ✓ \$48,332.10	
<b>Optional Services</b>	
Utility Designating Services Remaining R/W Width	✓ \$8,602.75
	Contract Multiplier ✓ 3.00
	<b>Subtotal Optional Services :</b> ✓ \$25,808.25
<b>Optional Services Total:</b> ✓ \$25,808.25	

**Grand Total Estimated Fees:** ✓ \$74,140.35

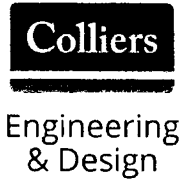


**Basic Services**

Item no	Work Task	Estimated Work Hours				Notes
		2-Man Survey Crew	3-Man SUE Crew	Surveyor and Mapper	CADD Technician	
1	Underground Utilities - Utility Designates	80	80	3	0	Utility designates for entire width of Austrian Ave at the location of proposed drainage
2	Underground Utilities - Vacuum Excavation	30	3	3	30	60 soft dig test holes
6	Field Review	3	3	3	30	QA/QC field walk by PSM
6	Summary of Verified Utilities	3	3	3	10	Process test holes, create test hole data sheets and Summary of Verified Utilities
6	Update Specific Purpose Survey	3	3	3	10	Update existing survey with utility designates and test holes
<b>Basic Services Total Hours</b>					✓ 266.2	

 **Optional Services**

Item no	Work Task	Estimated Work Hours				Notes
		2-Man Survey Crew	3-Man SUE Crew	Surveyor and Mapper	Survey/CADD Technician	
1	Underground Utilities - Utility Designates	19	0	0	0	Utility designates for entire remaining width of Austrian Ave from Sta. 389+00 to 453+60 AFTER proposed drainage areas
6	Field Review	0	11	0	11	QA/QC field walk by PSM
6	Update Specific Purpose Survey	0	11	0	11	Update existing survey with utility designates
<b>Optional Services Total Hours</b>					<b>132</b>	



VIA Email  
May 3, 2023  
Rev. May 31, 2023

HSQ Group, LLC

1001 Yamato Road, Suite 105  
Boca Raton, Florida 33431

Proposal for Professional Services

Australian Avenue Drainage Improvements from Banyan Boulevard to 45<sup>th</sup> Street / Proj. No.: 2021827  
Colliers Engineering & Design Proposal No.: 23005727P

Dear Nour Shehadeh,

Colliers Engineering & Design, Inc. (DBA Maser Consulting) is pleased to submit this proposal to provide professional services. The property is located along Australian Avenue from Banyan Boulevard to 45<sup>th</sup> Street in Palm Beach County. CED will perform their investigation starting south of Banyan Boulevard to south of 25<sup>th</sup> Street.

This proposal is divided into four sections as follows:

**Section I – Scope of Services**

The order in which the following scope of services are presented generally follows the sequence in which the project will be accomplished; however, depending on the project, the various authorized services contained in this proposal may be performed in a sequence as deemed appropriate by Colliers Engineering & Design to meet project schedules.

**Section I – Scope of Services**

Based on our conversations and information noted above, we propose to complete the following:

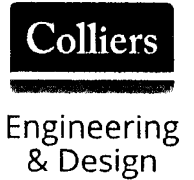
**Subsurface Utility Engineering**

Colliers Engineering & Design (CED) proposes to provide the following professional Subsurface Utility Engineering (SUE) Services in support of the above-named project. CED will provide 1 out of the 2 options listed:

**Option 1** includes Quality Level B Designates for the location of the structures and along all proposed drainage pipes and exfiltration trenches as marked in the attached, as well as, up to 120 Quality Level A Locates (Test Holes) with a minimum of 5 Test Holes per mobilization. Refer to the provided plans from the HSQ Group labeled: colliers.pdf for the defined areas.

**Option 2** includes Quality Level B Designates for +/- 18 areas not identified with drainage structure improvements. The limits of investigation will be from the apparent right of way extending to the

Proposal No. 23005727P



median. Refer to the provided plans from the HSQ Group labeled: colliers.pdf for the remaining areas.

### **1.1 Research and Collection of Existing Utility Records**

Not requested

### **1.2 Surveying and Plotting Visible Above-Ground Utility Features**

Not requested

### **1.3 Designating Service (Horizontal Location of Utilities)**

Designating is to indicate, by marking with paint, the presence and approximate horizontal location of subsurface utilities using geophysical prospecting techniques including, electromagnetic, sonic, and acoustical techniques. Colliers Engineering & Design will provide the following designating services to aid the Client:

As a "Value-Added" service, to the extent possible, Colliers Engineering & Design will provide electronic depth measurements at regular intervals along each designated subsurface facility. The electronic depth information will be recorded at approximate 25' intervals and shall be collected in the normal course of QL-B surveying. The collected electronic depth information will be incorporated into the electronic CAD file for the project from which utility profiles may be developed. Provide QL-B for identified area.

- Provide equipment, personnel and supplies needed for performing designating services. Colliers Engineering & Design shall determine equipment, personnel and supplies needed to perform these services.
- Designate the existing underground utility pipeline facilities within the identified area as described in the attached documents. Conduct appropriate investigation of site conditions.
- Mark the utilities on the ground with spray paint to be surveyed by the HSQ Group.

### **1.4 Locating (Test Hole) Services**

Locating services is to locate the accurate horizontal and vertical position of subsurface utilities by excavating a test hole using vacuum excavation techniques and equipment that is non-destructive to utilities. QL-A Services will be performed at specific points within the project where precise vertical utility information is required to determine the extent of conflict or clearance with or from a proposed design element. QL-A test hole locations will be identified by the Project Owner or Client and transmitted to Colliers Engineering & Design for performance of field work and data collection.

- Provide equipment, personnel and supplies required to perform locating services. Colliers Engineering & Design shall determine which equipment, personnel and supplies are required to perform such services.
- Excavate test holes to expose the utility to be measured in such a manner that ensures the safety of the excavation and the integrity of the utility to be measured. In performing such excavations,



Colliers Engineering & Design shall comply with applicable utility damage prevention laws. Excavations will be performed using specially developed vacuum excavation equipment that is non-destructive to existing facilities. If contaminated soils are discovered during the excavation process, Colliers Engineering & Design will so notify the Client.

- Locate and identify the precise horizontal and vertical position of existing facilities. Positive identification includes the determination or confirmation of facility type, size, depth, and material composition.
- Backfill around the exposed facility using the excavated materials compacted in six-inch lifts.
- In grass and landscape areas, restoration shall be as reasonably possible to the condition that existed prior to excavation.
- In pavement areas, restoration shall be with asphaltic cold mix or other pre-approved methods as required. It is anticipated there will be vacuum excavation in paved areas required for Test Holes on this project.
- In areas inaccessible by excavation truck or other equipment, electronic depths may be provided on designated utilities in lieu of test holes.
- Test holes to be surveyed by HSQ Group

Unit Price Per Test Hole (Minimum 5 test holes per mobilization) \$550.00 each

### 1.5 Mapping Services

To be performed by the HSQ Group, LLC

### 1.6 Utility Coordination/Design Tasks

Not requested

### Deliverables

Colliers Engineering & Design will provide utility field sketches, test hole spreadsheet, and digital site photographs.

- Electronic (pdf) sketches of designated utilities
  - APWA color codes, specific styles, and applicable ownership
- Individual Test hole reports

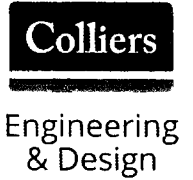
### Technical Limitations

*Services will be provided with due diligence and in a manner consistent with standards of the subsurface utility locating industry. Every reasonable effort will be made to locate all utility systems of interest whether indicated on record plans available to us or not. However, no guarantee can be made that all existing utility systems can be detected, located, or exposed. It may not be possible to detect utilities without prior knowledge, such as systems that are not depicted on record prints available to us. Typically,*

The logo for Colliers, featuring the word "Colliers" in a white serif font inside a black rectangular box.The text "Engineering & Design" in a black sans-serif font, positioned below the Colliers logo.

*the horizontal location effort will include electromagnetic induction, power source detection, and ground penetrating radar (GPR). Electromagnetic induction is a method in which a transmitted signal is applied to a metallic target. If the target is metallic and unbroken, the target can be traced and a receiver at the surface is used to detect the transmitted signal. If the signal cannot be applied directly to the target, induction may be produced from the surface. In this scenario bleed-off of the transmitted signal to an adjacent facility is possible, sometimes resulting in erroneous information. PVC, HDPE, concrete pipe, and other non-metallic facilities cannot be located by electromagnetic methods. Power source detection is a technique used to locate naturally occurring magnetic fields that exist around cables while generating a signal (electric, telephone, CATV for example). Ground penetrating radar (GPR) is available to assist in locating non-metallic utilities and other facilities that are unidentifiable using traditional electromagnetic techniques. The accuracy of these techniques is subject to the limitation of the available technology and certain factors and field conditions beyond our control, such as the size, depth and conductivity of the target, the site conditions and access, soil conditions, depth to water table and the existence of adjacent buried materials and debris. The targeting of subsurface utilities, although highly reliable, is expressly understood to represent an approximate location of the facility marked on the ground surface. Facilities located from the surface are usually found within two feet of the surface mark. Once a possible facility has been located from the surface, vacuum excavation services should be used to visually verify to provide the accurate horizontal location and vertical measurements (a test hole).*

*Vacuum excavation techniques are used to provide a cost-effective service that causes minimal disturbance to the site, the utility, vehicle traffic, and is acceptable to the permitting agencies. The size of the test hole excavation is kept to a minimum, in most cases the nominal size of a test hole is 8" x 8". This service represents the best available data on subsurface utilities given a cost-effective investigation using air/vacuum excavation. Visual verification in the test hole below the water table is not possible. An air lance probe can be used in these instances to a reasonable depth of approximately 6 feet, although results to greater depths may be possible. The bottom of the utility pipe and conduit is sometimes not directly available and, in most cases, can be derived from the crown of the pipe and the pipe diameter. Pipes with a diameter of 16" or less can usually be determined by exposing a portion or the entire pipe as needed. If pipe diameter is critical on pipe facilities greater than 16", additional test holes may be required to obtain both edges. The bottom depth of multiple conduit and encased duct banks is determined by excavating down one edge of the utility. Additional test holes are needed to accurately document edges, configuration, and top and bottom depths. Conditions under multiple or encased duct bank facilities cannot be excavated and therefore the existence of another facility cannot be confirmed. It is important to remember that the bottom edge of the facility may not represent its lowest point, and the shape or configuration of the facility may not be the same on both sides. Locating underground utilities is not an exact science. The reporting of a negative result (no facility found) should not be used as a positive determination that the subject area is clear of all facilities or that the facility does not exist. Use of this service does not relieve interested parties from their responsibility to make required notification prior to excavation, nor does it relieve utility owners of their responsibility to mark the location of their facilities. Colliers Engineering and Design, Inc. will not be responsible for utilities that cannot be located with the equipment and techniques provided, or those located underneath other utilities. If records research is not part of the scope of services, the utility owner's marks will be used to identify the utility. Colliers Engineering and Design, Inc. will not be responsible for correcting mistakes made by other locators.*



### **Exclusions and Understandings**

Services relating to the following items are not anticipated for the project or cannot be quantified at this time. Therefore, any service associated with the following items is specifically excluded from the scope of professional services within this agreement.

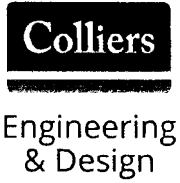
Services not specifically outlined above in Section 1.

- Records Research
- Utility Coordination
- Survey/ Mapping
- The HSQ group will create the utility composite CAD drawing depicting facilities identified through QL-B and QL-A efforts
- CED is not performing any survey or mapping of utility information
- CED would require 72 hours' notice prior to mobilization
- CED anticipates completion dates are as follows:
  - 25 days for option 1; +/-4.5 weeks (Monday to Saturday)
  - 19.5 days for option 2; +/-5.5 weeks (Monday to Saturday)

### **Items not part of our standard Subsurface Utility Investigation are:**

- Gravity systems e.g., drainage or storm
- Irrigation
- Overhead facilities
- Service laterals or secondary services i.e., private
- Services outside the apparent right of way
- Lane closures

If an item listed herein, or otherwise not specifically mentioned within this agreement, is deemed necessary, Colliers Engineering & Design may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees regarding the extra services.



<b>Basic Services: Subsurface Utility Engineering Investigation</b>		<b>Fee</b>
<b>SUE Services at proposed Drainage structure areas only (see provided areas)</b>		
1.3 Designating Service (Horizontal Location of Utilities)	✓	\$62,112.14
1.4 Locating (Test hole) Services (\$550.00/Per TH, Minimum of 5 test holes for Mobilization) Up to 120 test holes	✓	\$66,000.00
<b>Total Lump Sum Fee</b>	✓	<b>\$128,112.14</b>



<b>Optional Services: Subsurface Utility Engineering Investigation</b>		<b>Fee</b>
<b>SUE Services corridor (Right of Way to median)</b>		
1.3 Designating Service (Horizontal Location of Utilities)	✓	\$48,820.15
<b>Total Lump Sum Fee</b>	✓	<b>\$48,820.15</b>

We very much appreciate the opportunity of submitting this proposal and look forward to performing these services for you.

Sincerely,

Colliers Engineering & Design, Inc.  
(DBA Maser Consulting)

*Michael Kriegel*

Michael Kriegel



**Estimate of Work Effort and Cost**

Name of Project: Australian Avenue Drainage Improvements from Banyan Boulevard to 45th Street SA#3  
 PBC Project Number: 2021827

Consultant Name: Colliers Engineering and Design, Inc.  
 Consultant Number:  
 Date: 4/25/2023

Task Description	Total Staff Hours	Staff Categories					Staff Hours By Activity	Salary Cost By Activity	Average Rate Per Task
		Survey/ SUE technician	SUE Project Manager	Chief Utility Coordinator	2 Man Crew Designation	3 Man Crew Locating/Excavation			
<b>BASIC SERVICES</b>		✓ \$38.62	✓ \$45.69	✓ \$81.50	✓ \$58.36	✓ \$79.08			
I Designation	✓ 375.0	40.0	40.0	20.0	195.0		✓ 295.0	\$10,382.60	\$ 55.53
Total Staff Hours (Basic Services)	✓ 375.0	✓ 50.0	✓ 50.0	✓ 25.0	✓ 250.0	✓ 0.0	✓ 375.0		
Total Staff Cost (Basic Services)		✓ \$1,931.00	✓ \$2,284.50	✓ \$2,037.50	✓ \$14,590.00	✓ \$0.00		✓ \$20,843.00	\$ 55.58
<b>OPTIONAL SERVICES</b>									
I Option 2 Designation from right of way to right of way	✓ 295.0	40.0	40.0	20.0	195.0		✓ 295.0	\$10,382.60	\$ 55.53
Total Staff Hours (Optional Services)	✓ 295.0	✓ 40.0	✓ 40.0	✓ 20.0	✓ 195.0	✓ 0.0	✓ 295.0		
Total Staff Cost (Optional Services)		✓ \$1,544.80	✓ \$1,827.60	✓ \$1,630.00	✓ \$11,380.20	✓ \$0.00		✓ \$16,382.60	\$ 55.53



<b>Basic Services:</b>	
Salary Related Costs:	✓ \$20,843.00
Contract Multiplier	✓ 2.98
<b>Subtotal Salary Related Basic Services :</b>	✓ \$62,112.14
120 test holes @ \$550 per hole	✓ \$66,000.00
<b>Basic Services Total:</b>	✓ \$128,112.14

<b>Optional Services:</b>	
Salary Related Costs:	✓ \$16,382.60
Contract Multiplier	✓ 2.98
<b>Optional Services Total:</b>	✓ \$48,820.15
<b>Optional Services Total:</b>	✓ \$48,820.15

**Grand Total Estimated Fees:** ✓ \$176,932.29

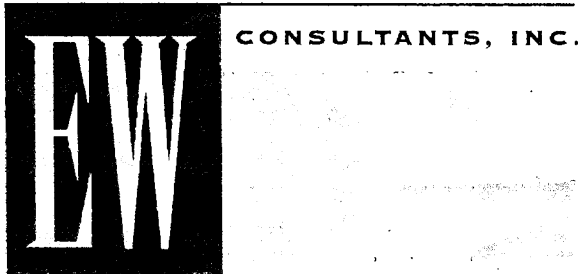
BASIC SERVICES

Item No.	Work Task	Estimated Work Hours				Notes
		Survey/SUE Technician	SUE Project Manager	Chief Utility Coordinator	2 Man Crew Designation	
1	Option -1 Designation for proposed Drainage only	50	50	25	250	
<b>TOTAL HOURS</b>		✓ 50	✓ 50	✓ 25	✓ 250	

 OPTIONAL HOURS

Item No.	Work Task	Estimated Work Hours				Notes
		Survey/SUE Technician	SUE Project Manager	Chief Utility Coordinator	2 Man Crew Designation	
1	Option - 2 Designation from right of way to right of way	40	40	20	195	
<b>TOTAL HOURS</b>		<b>40</b>	<b>40</b>	<b>20</b>	<b>195</b>	

EW CONSULTANTS, INC.  
 NATURAL RESOURCE MANAGEMENT, WETLAND, AND ENVIRONMENTAL PERMITTING SERVICES



May 9, 2023

Mr. Nour Shehadeh, PE, VP  
 HSQ Group, Inc.

VIA EMAIL: [nour@hsqgroup.net](mailto:nour@hsqgroup.net)

RE: **SUPPLEMENTAL OPTIONAL FEE PROPOSAL**  
 Australian Avenue Drainage Improvements from Banayan  
 Boulevard to 45th Street  
 Project No. 2021827 Palm Beach County, Florida

Dear Mr. Shehadeh:


EW Consultants, Inc. is pleased to provide this supplemental task to our **Optional** Scope of Services and fee proposal to assist with the design/permitting for drainage improvements in the subject area. Based on this understanding, we have prepared the following scope of services and fees for your review.

 **SCOPE OF SERVICES (OPTIONAL)**

**TASK 6. PREPARE MITIGATION PLAN**

We will prepare a wetland mitigation plan to provide compensatory mitigation for proposed wetland impacts. The plan will be prepared in accordance with SFWMD and COE guidelines for inclusion in the application packages. The mitigation for this project will consist of purchase of credit from the County's Pine Glades Mitigation Area. We will complete UMAM analysis to determine the amount of functional loss and amount of mitigation required. We will coordinate with SFWMD and COE staff for review and approval of the mitigation proposal, and will coordinate with Palm Beach County ERM staff to secure and purchase the credits.

**FEE PROPOSAL**

 The **Optional** project fee estimate totals **\$2,669.70** and if needed, may be authorized on a per task basis. Each task lump sum fee estimate will not be exceeded without prior written authorization from the client. The project will be billed monthly based upon the percentage completion of the fee.

Please note that the following assumptions were used in developing this lump sum fee estimate. If additional work time is required due to the inaccuracy of these assumptions or future changes in scope, the client will be

2581 METROCENTRE BLVD, SUITE 1 • WEST PALM BEACH, FL 33407 • 561-291-7950 PHONE  
 WWW.EWCONSULTANTS.COM


EW CONSULTANTS, INC.  
NATURAL RESOURCE MANAGEMENT, WETLAND, AND ENVIRONMENTAL PERMITTING SERVICES

notified prior to the work being performed. Written authorization will be obtained from the client prior to performing the work.

1. Survey, engineering, and geotechnical services are to be provided by others.
2. All permit fees and mitigation fees will be provided by others.
3. The project surveyor is responsible for locating and tagging all native tree specimens that meet the County's "specimen size" criteria with the project corridor. EWC will confirm the species type and specimen status of each tree.
4. This scope does not include permitting the relocation of gopher tortoises or other listed species. If required, this task will be provided under a separate scope and fee.

We look forward to the opportunity to assist you on this project, and if you have any questions, please feel free to contact me.

Sincerely,  
EW Consultants, Inc.

  
Mary Lindgren  
Environmental Project Manager

**Estimate of Work Effort and Cost**

Name of Project: Australian Avenue Drainage Improvements from Banyan Boulevard to 45th Street SA#3  
 PBC Project Number: 2021827

Consultant Name: EW Consultants, Inc.  
 Consultant Number: VC0000126440  
 Date: 5/9/2023

Task Description	Total Staff Hours	Staff Categories		Staff Hours By Activity	Salary Cost By Activity	Average Rate Per Task
		Project Manager	Env Scientist			
		\$33.33	\$28.33			
<b>OPTIONAL SERVICES</b>						
1 Prepare Mitigation Plans	✓ 30.0	8.0	22.0	✓ 30.0	✓ \$889.90	\$ 29.66
<b>Total Staff Hours (Optional Services Services)</b>	✓ 30.0	✓ 8.0	✓ 22.0	✓ 30.0	✓ \$889.90	\$ 29.66
<b>Total Staff Cost (Optional Services)</b>		✓ \$266.64	✓ \$623.26			

Salary Related Costs:	* <b>Optional Services:</b>	✓ \$889.90
	Contract Multiplier	✓ 3.00
	<b>Subtotal Optional Services:</b>	✓ \$2,669.70
	* <b>Optional Services Total:</b>	✓ \$2,669.70

**Grand Total Estimated Fees:** ✓ \$2,669.70

Australian Avenue Drainage Improvements from Banyan Boulevard to 45th Street SA#3

Optional Services

Task No.	Comments	Estimated Work Hours		Comments
		Project Manager	Staff Classification 2	
1	Prepare Mitigation Plans	8	22	
<b>Optional Service Total Hours</b>			<b>30</b>	

**OEBO SCHEDULE 1**

SOLICITATION/PROJECT/BID NAME: Australian Avenue Drainage Improvements from Banyan Boulevard to 45th Street

SOLICITATION/PROJECT/BID NO.: 2021827

SOLICITATION OPENING/SUBMITTAL DATE: 3/2/2021

COUNTY DEPARTMENT: Engineering and Public Works

**Section A** PLEASE LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY THE PRIME CONTRACTOR/CONSULTANT\* ON THE PROJECT:  
 1001 Yamato Rd., Ste. 105, Boca Raton, FL 33431

NAME OF PRIME RESPONDENT/BIDDER: HSQ Group, LLC ADDRESS: \_\_\_\_\_

CONTACT PERSON: Nour Shehadeh PHONE NO.: 561-392-0221 E-MAIL: nour@hsqgroup.net

PRIME'S DOLLAR AMOUNT OR PERCENTAGE OF WORK: \$221,124.00  
 \*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	WBE	SBE	Black	Hispanic	Women	Caucasian	Asian	Other
		Minority Business	Women Business	Small Business						
1. The Valerin Group, Inc.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	\$7,427.69	_____	_____	_____
2. Ritzel-Mason, Inc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	_____	\$74,140.35	_____	_____
3. Colliers Engineering and Design, Inc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	\$176,932.29	_____	_____
4. EW Consultants, Inc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	_____	_____	_____	\$2,669.70	_____	_____
5. _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	_____	_____	_____	_____

(Please use additional sheets if necessary)

Total \$7,427.69 \$253,742.34

Total Bid/Offer Price \$ 482,294.03

Total Certified S/M/WBE Participation \$ 305,361.74

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

Nour Shehadeh Managing Member  
 Name & Authorized Signature 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: 2021827

SOLICITATION/PROJECT NAME: Australian Avenue Drainage Improvements from Banyan Boulevard to 45th Street

Prime Contractor: HSQ Group, LLC Subcontractor: N/A

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

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 3/13/21-3/12/24

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

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

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

Line Item	Item Description	Unit Price	Quantity/Units	Contingencies/Allowances	Total Price/Percentage
1	Basic Roadway Services	1	1	0	\$160,530.00
2	Basic Surveying Services	1	1	0	\$36,624.00
3	Basic Sketch and Legal Descriptions	1	1	0	\$13,200.00
4	Optional Surveying Services	1	1	0	\$9,570.00
5	Optional Sketch and Legal Descriptions	1	1	0	\$1,200.00
		1	1		

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: \$221,124.00

**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.**

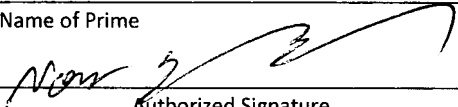
N/A

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

Price or Percentage: \_\_\_\_\_

HSQ Group, LLC

Print Name of Prime

By:   
Authorized Signature

Nour Shehadeh

Print Name

Managing Member

Title

Date: 6/29/2023

N/A

Print Name of Subcontractor/subconsultant

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

Print Name

Title

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

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: 2021827

SOLICITATION/PROJECT NAME: Australian Avenue Drainage Improvements from Banyan Boulevard to 45th Street

Prime Contractor: HSQ Group, LLC Subcontractor: The Valerin Group, Inc.

(Check box(s) that apply)

SBE  WBE  MBE  M/WBE  Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 3/19/21-3/18/24

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

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

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

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Project General and Common Tasks	1	1	0	\$6,204.54
2	Reimbursables	1	1	0	\$1,223.15
			1		
			1		
			1		
			1		

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: \$7,427.69

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

Price or Percentage: \_\_\_\_\_

HSQ Group, LLC

Print Name of Prime

By: [Signature]  
Authorized Signature

Nour Shehadeh

Print Name

Managing Member

Title

Date: 6/29/2023

The Valerin Group, Inc.

Print Name of Subcontractor/subconsultant

By: [Signature]  
Authorized Signature

Valerie Ciudad Real

Print Name

President

Title

Date: 6/21/2023

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: 2021827

SOLICITATION/PROJECT NAME: Australian Avenue Drainage Improvements from Banyan Boulevard to 45th Street

Prime Contractor: HSQ Group, LLC Subcontractor: Ritzel Mason, Inc.

(Check box(s) that apply)

SBE  WBE  MBE  M/WBE  Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 4/10/22-4/9/25

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

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

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Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Basic Surveying Services	1	1	0	\$48,332.10
2	Optional Utility Designating Services Remaining R/W Width	1	1	0	\$25,808.25
		1			
			1		

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: \$74,140.35

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

Price or Percentage: \_\_\_\_\_

HSQ Group, LLC

Print Name of Prime

By: [Signature]  
Authorized Signature

Nour Shehadeh

Print Name

Managing Member

Title

Date: 6/29/2023

Ritzel Mason, Inc.

Print Name of Subcontractor/subconsultant

By: [Signature]  
Authorized Signature

CLYDE R. MASON II

Print Name

PRESIDENT

Title

Date: 6/22/2023

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: 2021827

SOLICITATION/PROJECT NAME: Australian Avenue Drainage Improvements from Banyan Boulevard to 45th Street

Prime Contractor: HSQ Group, LLC Subcontractor: Colliers Engineering and Design, Inc.

(Check box(s) that apply)

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

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

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

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Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Basic Designation	1	1	0	\$62,112.14
2	Test Holes	1	1	0	\$66,000.00
3	Optional Designation from ROW to ROW	1	1	0	\$48,820.15

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: \$176,932.29

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

Price or Percentage: \_\_\_\_\_

HSQ Group, LLC

Print Name of Prime

By: [Signature]  
Authorized Signature

Nour Shehadeh

Print Name

Managing Member

Title

Date: 6/29/2023

Colliers Engineering and Design, Inc.

Print Name of Subcontractor/subconsultant

By: [Signature]  
Authorized Signature

DANIEL M CHECCHIA

Print Name

REGIONAL MANAGER

Title

Date: 06.26.23

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: 2021827

SOLICITATION/PROJECT NAME: Australian Avenue Drainage Improvements from Banyan Boulevard to 45th Street

Prime Contractor: HSQ Group, LLC Subcontractor: EW Consultants, Inc.

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 2/16/21-2/15/24

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

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

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

Line Item	Item Description	Unit Price	Quantity/Units	Contingencies/Allowances	Total Price/Percentage
1	Prepare Mitigation Plan	1	1	0	\$2,669.70
			1		
		1	1		
		1	1		
			1		

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: \$2,669.70

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

Price or Percentage: \_\_\_\_\_

HSQ Group, LLC

Print Name of Prime

By: [Signature]  
Authorized Signature

Nour Shehadeh

Print Name

Managing Member

Title

Date: 6/29/2023

EW Consultants, Inc.

Print Name of Subcontractor/subconsultant

By: [Signature]  
Authorized Signature

Ed Weinberg

Print Name

President

Title

Date: 6/22/2023

**PROJECT HISTORY**

<b>Australian Avenue Drainage Improvements from Banyan Boulevard to 45th Street</b>					
<b>2021827</b>					
<b>Authorization</b>	<b>Supplement</b>	<b>Date Approved</b>	<b>Total Amount</b>	<b>SBE Amount</b>	<b>SBE %</b>
BCC	Original Contract	4/12/2022	\$ 2,679,239.13	\$ 2,420,816.13	90.35%
BCC	Supplement #3	1/24/2023	\$ 110,889.00	\$ 28,611.00	25.80%
Lead	Supplement #3	3/15/2023	\$ 33,252.00	\$ 33,252.00	100.00%
BCC	Supplement #3	Pending	\$ 482,294.03	\$ 305,361.74	63.31%
<b>Project Totals</b>			<b>\$ 3,305,674.16</b>	<b>\$ 2,788,040.87</b>	<b>90.35%</b>

Exhibit D

Search

Home Insured Tasks View Insured

# Ebix Insurance Compliance

Insured Name

SQ Group, LLC (DX0000172)

HSQ Group, LLC (2021827)

Active Records Only

Advance Search

Insured

Name: HSQ Group, LLC

Account Number: DX00001723

Address: 1001 Yamato Road Ste 105, Boca Raton, FL, 33431

Status: Currently in Compliance.

Insured Tasks Admin Tools

View

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

Insured

[Business Unit\(s\)](#) [DBA Number](#) [Print Insured Info](#) [Print Compliance Report](#)

### Account Information

Account Number: DX00001723

Risk Type: Standard - Professional Services

Do Not Call:

Address Updated:

### Address Information

#### Mailing Address

Insured: HSQ Group, LLC

Address 1: 1001 Yamato Road Ste 105

Address 2:

City: Boca Raton

State: FL

Zip: 33431

#### Physical Address

### Contract Information

Contract Number:

Contract Start Date:

Contract End Date:

Contract Effective Date:

Contract Expiration Date:

Description of Services: 2021827 -Australian Avenue Drainage Improvements  
Banyan Boulevard to 45th Street

Safety Form II:  No

### Contact Information

Contact Name: BethAnn Shay

Phone Number:

Alt Phone Number:

Fax Number:

E-Mail Address: BethAnn@HSQGroup.Net

Approval Date:

Rush:  No

Contract on File:  No

Certificate Received:  Yes

Indemnification Agreement:  No

Tax Id:

This Account created by g16 on 03/09/2022.