

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: December 19, 2023 [X] Consent [] Regular
[] Workshop [] Public Hearing

Department: Engineering & Public Works Department
Submitted By: Engineering & Public Works Department
Submitted For: Roadway Production Division

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Consultant Service Authorization (CSA) No. 4 to the Civil Engineering Annual Services Contract (R2022-0461) dated May 17, 2022 (Contract) with Civil Design, Inc. (CDI) in the amount of \$267,266.07 for Country Club Acres Drainage Improvements (Project).

SUMMARY: Approval of this CSA will provide the professional services necessary to design drainage improvements for the community’s existing stormwater collection system. The Engineering and Public Works (EPW) Department’s maintenance staff observed standing water on many of the roads within the community, which often occurred after various storm events. A study was undertaken by Palm Beach County (County) to evaluate the stormwater system and to provide recommendations for improving the drainage for the community. On June 16, 2021 the Goal Setting Committee applied Affirmative Procurement Initiatives of a 20% minimum mandatory Small Business Enterprise (SBE) participation and a Minority Business Enterprise evaluation preference for African American owned firms. CDI agreed to 75% SBE participation for the Contract of which 20% is for African American participation. They agreed to 100% SBE participation for this CSA. CDI has an office located in the County and is a certified SBE company. **This Project is included in the Five-Year Road Program. It is funded with County American Rescue Plan Act (ARPA) Response Replacement funds which do not require a local match.** District 5 (YBH)

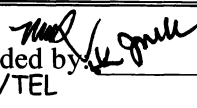
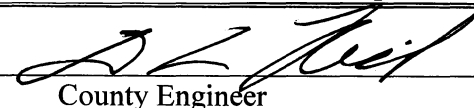
Background and Justification: On May 17, 2022, the Board of County Commissioners (BCC) approved the Contract with CDI to provide professional civil engineering services throughout the County. The fee, as detailed in **Exhibit B** of the attached CSA, has been negotiated as just and reasonable compensation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

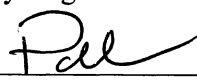
Basic Services (Lump Sum)	\$160,095.00	(Roadway and Drainage Analysis and Plans, Utility Analysis, Environmental, Utilities, Signing, and Pavement Marking Plans)
Reimbursable Services (Not to Exceed)	\$ 84,854.67	(Permit Fees and Geotechnical and Survey)
Optional Services (Not to Exceed)	\$ 22,316.40	(Post Design and SUE Utility)
Total:	\$267,266.07	

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

Attachments:

1. Location Map
2. CSA No. 4 with Exhibits A, B, C, D & Ebix Insurance Compliance (2)

Recommended by:   11/28/2023
 YBH/TEL County Engineer Date

Approved By:  12/12/23
 Assistant County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2024	2025	2026	2027	2028
Capital Expenditures	\$ 352,267	-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	\$ 352,267	-0-	-0-	-0-	-0-
# ADDITIONAL FTE POSITIONS (Cumulative)	-0-	-0-	-0-	-0-	-0-

Is Item Included in Current Budget? Yes No
 Is this item using Federal Funds? Yes No
 Is this item using State Funds? Yes No

Budget Account No:
 Fund 1164 Dept 360 Unit 506H-001 Object 4900

Recommended Sources of Funds/Summary of Fiscal Impact:
 ARPA Response Replacement Fund
 CCRT Stormwater Improvements
 Country Club Acres West

Consultant Service Authorization (CSA) #4

• Basic Services	\$ 160,095.00
• Reimbursable	\$ 84,854.67
• Optional Services	\$ 22,316.40
Total CSA #4	\$ 267,266.07

Estimated Staff Costs

• Roadway Production	\$ 55,000.00
• Roadway Production: Right-of-Way	\$ 10,000.00
• Survey	\$ 10,000.00
• Traffic	\$ 10,000.00
Total Staff Costs	\$ 85,000.00

Fiscal Impact \$ 352,266.07

C. Departmental Fiscal Review: Danny Rantala

III. REVIEW COMMENTS

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

<u>[Signature]</u> OFMB <u>11/28/2023</u> 11/28 MD 11/28	<u>[Signature]</u> Contract Dev. and Control 12/5/23
----------------------------------------------------------------	------------------------------------------------------------

B. Approved as to Form and Legal Sufficiency:
[Signature] 12/7/2023
 Assistant County Attorney

C. Other Department Review:

 Department Director

This summary is not to be used as a basis for payment.
 2

PROJECT LOCATION

COUNTRY CLUB ACRES DRAINAGE IMPROVEMENTS

Palm Beach County Project #2021605



LOCATION MAP

ATTACHMENT 1

CONSULTANT SERVICE AUTHORIZATION NO. 4
UNDER THE CIVIL ENGINEERING ANNUAL SERVICES CONTRACT

Project Name: **Country Club Acres Drainage Improvements**

Project No: **2021605**

Commission District No.: **5**

SBE Participation for this authorization is **100%**

SBE Participation to date for this Contract is **100%**

SBE Commitment is **75%**

This authorization is under the EBO Ordinance.

PALM BEACH COUNTY

BOARD OF COUNTY COMMISSIONERS

Account No.: 1164-360-506H-001-4900

Consultant Service Authorization No. 4 (CSA) under the Civil Engineering Annual Services Contract dated May 17, 2022 (R2022-0461), (CONTRACT), between the COUNTY and the CONSULTANT identified herein is for the services described in **EXHIBIT A** and **EXHIBIT B** for this CSA.

1. CONSULTANT: Civil Design, Inc.

2. Address: 1400 Centrepark Boulevard, Florida 33401

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 Country Club Acres Drainage Improvements project. Design drainage improvements in accordance with the attached **EXHIBIT A** dated September 7, 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	\$160,095.00
<input checked="" type="checkbox"/> Reimbursable Expenses capped at	\$ 84,854.67
<input checked="" type="checkbox"/> Optional Services capped at	\$ 22,316.40
Totaling	\$267,266.07

OEBO Schedules 1 & 2 **EXHIBIT C**

Project History **EXHIBIT D**

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

ATTACHMENT 2

CONSULTANT SERVICE AUTHORIZATION NO. 4
UNDER THE CIVIL ENGINEERING ANNUAL SERVICES CONTRACT

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

CONSULTANT: **Civil Design, Inc.**
Federal ID: **56-2355181**

Signed: _____
Typed Name: Thomas J. Trompeter, P.E.
Title: President
Date: October 31, 2023

COUNTY:
Approved as to Terms and Conditions

By: ^{CB, P.E.} Morton L. Rose
Typed Name: Morton L. Rose, P.E.
Title: Division Director

(Corporate Seal)

ATTEST WITNESS:

Signed: _____
Typed Name: Gabriel Burden
Title: Vice President
Date: October 31, 2023



CONSULTANT SERVICE AUTHORIZATION NO. 4
UNDER THE CIVIL ENGINEERING ANNUAL SERVICES CONTRACT

{SIGNATURE PAGES CONTINUED}

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

Signed: _____

Typed Name: Maria Sachs

Title: Mayor

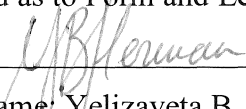
Date: _____

ATTEST:

Joseph Abruzzo
Clerk of the Circuit Court & Comptroller

By: _____
Deputy Clerk

Approved as to Form and Legal Sufficiency

By: 

Typed Name: Yelizaveta B. Herman

Title: Assistant County Attorney

F:\ROADWAY\CC\21\ANNUALS\CIVIL\CIVIL DESIGN\2021\2021605 County Club Acres Drainage Study\2021605 CSA.docx

September 7, 2023

Mr. Carlos Bojorge, P.E., Project Manager
Palm Beach County Engineering & Public Works Department
Roadway Production Division, Special Projects Section
2300 N. Jog Road, Vista Center – 3rd Floor
West Palm Beach, FL 33411

*scope and fee OK
C.B 9/19/23
WOC 9/27/23*

Re: Country Club Acres Drainage
PBC Project No. 2021605

Dear Mr. Bojorge:

Please find below and attached a task list and fee proposal for the subject work to be performed under our annual contract for engineering services with Palm Beach County (PBC).

Project Description:

The project consists of geotechnical engineering, surveying, utility mapping and civil engineering design, permitting & optional services for the Phase I drainage improvements in the western portion of the Country Club Acres community in Delray Beach, Florida.

This community has experienced standing water after heavy storm events as detailed in the study finalized in March of 2022. This project is to implement the proposed Phase I drainage improvements for Jackson Road and Harrison Road as detailed in the study report.

The project limits are generally described as:

1. Jackson Road from the LWDD L-35 canal north to the LWDD L-34 canal.
2. Harrison Road from the LWDD L-35 canal north to the LWDD L-34 canal.
3. Approximately 100' feet east and west at each intersecting side street.

Plans will be prepared in accordance with the latest standards of Palm Beach County as described in the Thoroughfare Roadway Design Procedures (latest edition), the Florida Design Manual (FDOT), and FDOT Manual of Uniform Minimum Standard for Design, Construction and Maintenance for Streets and Highways (Florida Greenbook). All plan sheets will be prepared on 11" x 17" paper at 1"=40' scale.

We will provide the following basic, reimbursable and optional services:

1. Basic Services
 - a. Utility Plans
 - b. 35% Submittal
 - c. 65% Submittal
 - d. 96% Submittal

- e. 100% Submittal
 - f. Final Submittal
2. Reimbursable Services
- a. Survey – Brown & Phillips, Inc.
 - b. Utility Locates – Brown & Phillips, Inc.
 - c. Geotechnical – Pacifica Engineering Services, LLC
 - d. LWDD Permit Fees – Civil Design, Inc.
 - e. SFWMD Permit Fees – Civil Design, Inc.
3. Optional Services
- a. Public Involvement Services - Civil Design, Inc.
 - b. Post Design Services - Civil Design, Inc.

BASIC SERVICES:

Phase I

- A. Phase 1A Initial Utility Contact Plans – includes the preparation of the survey showing the survey base line stations, intersecting side street names, existing grades, features and above ground utilities. These plans will be developed at a scale of 1"=40' on the aerial photographs for submittal to the utility companies that have facilities along the project corridor.
- B. Phase 1B Typical Section / Phase 1C Master Plan Submittal. Excluded.
- C. Phase 1D 35% Submittal.

The 35% submittal will include:

- 1. Title Sheet
- 2. Typical Section Sheet
- 3. Preliminary Drainage Map
- 4. Preliminary Geometrics
- 5. Specific Purpose/Topographic Survey
- 6. Benchmarks, References and Sectional Corners
- 7. Right of Way Lines, baseline of Survey and Centerline of Construction
- 8. Preliminary Drainage Design
- 9. Preliminary Profile Grade Lines
- 10. Existing Drainage
- 11. Existing Cross Sections
- 12. List of Required Permits
- 13. Geotech and Soil Survey
- 14. Responses to comments letter (if applicable)
- 15. Electronic CADD files

Phase II

- A. Phase 2A - Utility Pothole Coordination Plans. PBC Utility Coordinator to send out 65% plan submittal for utility coordination meeting.
- B. Phase 2B - First Utility Coordination Meeting. To be scheduled by the PBC Utility Coordinator.
- C. Phase 2C – Pothole Underground Utilities at Possible Conflict Points. Utility providers to pothole utility conflicts and provide data as requested by the PBC Utility Coordinator.
- D. Phase 2D - 65% Submittal.

The 65% submittal will include:

- 1. Phase I Comments Addressed
 - 2. Summary of Quantities (items only)
 - 3. Drainage Design Computations
 - 4. Drainage Maps
 - 5. Proposed Drainage in Plan
 - 6. Drainage Structure Sheets
 - 7. Final Geometrics
 - 8. Quantity computation book
 - 9. Final Profiles
 - 10. Limits of Construction
 - 11. Proposed Cross Sections
 - 12. Existing Utilities
 - 13. Special Detail Sheets
 - 14. Preliminary Signing & Pavement Marking Plans
 - 15. Engineer's Cost Estimate based on County provided average unit prices
 - 16. Redlined Plans from 35% Review
 - 17. Utility Conflict Matrix
- E. Phase 2H - Permit Packages – includes the application for all applicable permits. A drainage report with applicable plans will be prepared and processed through the Lake Worth Drainage District and South Florida Water Management District as appropriate for storm water and outfall approval. A Palm Beach County Environmental Resource Management permit and NPDES permitting is not anticipated nor included.

Sixteen (16) hours have been included for public involvement meetings, preparation of brochures, exhibits and graphics for public outreach.

Phase III

- A. Phase 3A - Utility Pothole Coordination Plans. PBC Utility Coordinator to send out 96% plan submittal for utility coordination meeting.
- B. Phase 3B – Second Utility Coordination Meeting. To be scheduled by the PBC Utility Coordinator.
- C. Phase 3C - The 96% submittal.

The 96% submittal will include:

- 1. Phase II comments addressed
- 2. Summary of Quantities Sheet
- 3. Utilities on Plan and Profile
- 4. Drainage on Drainage Map and Plan and Profile Sheets
- 5. Drainage Structure Sheets
- 6. Special Detail Sheets
- 7. Cross Sections
- 8. Quantity Computation Book
- 9. Engineer's Cost Estimate based on County provided average unit prices
- 10. Red-lined Plans from 65% review
- 11. Responses to comments letter

Phase IV

- A. Phase 4A - Final Utility Coordination Meeting. To be scheduled by the PBC Utility Coordinator.
- B. Phase 4B – 100% Submittal

- 1. Phase III comments addressed
- 2. All permits received

Final Submittal

The Final submittal will include:

- 1. One complete set of signed and sealed plans
- 2. Three (3) printed sets of plans with PDF files
- 3. Final Cost estimate
- 4. Electronic (Excel) file of pay items
- 5. Final Specific Purpose/Topographic Survey (signed & sealed)
- 6. One signed and sealed drainage computation book
- 7. One signed and sealed quantity computation book
- 8. All electronic files (including PDF files) with appropriate digital signatures
- 9. All permits

REIMBURSABLE SERVICES

1. Geotechnical Services. Will be performed by our sub-consultant, Pacifica Engineering Services, LLC, and will include the scope of work as detailed in their proposal attached herewith.
2. Surveying Services.
 - a. Will be performed by our sub-consultant, Brown & Phillips, Inc., and will include the scope of work as detailed in their proposal attached herewith.
 - b. The survey will be made a part of the engineering plan set per Roadway Production standards.
 - c. A note will be added to the engineering plan set referencing the supporting survey by project number, date and preparer.
3. Utility Targeting Services. Will be performed by our sub-consultant, Brown & Phillips, Inc., and will include the scope of work as detailed in their proposal attached herewith.
4. Permitting Fees. Permit fees for the Lake Worth Drainage District and South Florida Water Management are included in this scope.

OPTIONAL SERVICES

We have allotted 40 hours of post design services and 16 hours for public involvement services as shown on the attached fee breakdown.

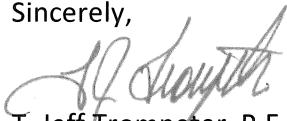
Project Schedule:

Please refer to attached project schedule.

Project Fee Breakdown:

Please refer to the attached fee-hour task summary and fee-hour task breakdowns included with this request.

Sincerely,



T. Jeff Trompeter, P.E.
President

**Country Club Acres Drainage Study
PBC Project No. 2021506**

ID	Task Name	Duration	Start	Finish	Predecessors	2024												2025															
						Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct			
1	Total Project Duration	668 days	Wed 11/29/23	Fri 9/26/25		[Gantt bar from Oct 2023 to Sep 2025]																											
2	NTP	1 day	Wed 11/29/23	Wed 11/29/23		[Gantt bar at Oct 2023]																											
3	Title from PBC RW	30 days	Mon 10/30/23	Tue 11/28/23		[Gantt bar from Oct 2023 to Nov 2023]																											
4	MP/TS & Topographic Survey	120 days	Thu 11/30/23	Thu 3/28/24 3,2		[Gantt bar from Oct 2023 to Mar 2024]																											
5	Survey	158 days	Fri 3/29/24	Mon 9/2/24		[Gantt bar from Mar 2024 to Sep 2024]																											
6	PBC Review of Survey	32 days	Fri 3/29/24	Mon 4/29/24 4		[Gantt bar from Mar 2024 to Apr 2024]																											
7	Survey Revisions & Resubmittal	30 days	Tue 4/30/24	Wed 5/29/24 6		[Gantt bar from Apr 2024 to May 2024]																											
8	PBC Review of Survey	30 days	Thu 5/30/24	Fri 6/28/24 7		[Gantt bar from May 2024 to Jun 2024]																											
9	Survey Revisions & Resubmittal	34 days	Sat 6/29/24	Thu 8/1/24 8		[Gantt bar from Jun 2024 to Aug 2024]																											
10	PBC Review and Approval of Survey	32 days	Fri 8/2/24	Mon 9/2/24 9		[Gantt bar from Aug 2024 to Sep 2024]																											
11	Roadway	547 days	Fri 3/29/24	Fri 9/26/25		[Gantt bar from Mar 2024 to Sep 2025]																											
12	PBC MP/TS Review	32 days	Fri 3/29/24	Mon 4/29/24 4		[Gantt bar from Mar 2024 to Apr 2024]																											
13	35% Submittal	90 days	Tue 4/30/24	Sun 7/28/24 12		[Gantt bar from Apr 2024 to Jul 2024]																											
14	35% Review	30 days	Mon 7/29/24	Tue 8/27/24 13		[Gantt bar from Jul 2024 to Aug 2024]																											
15	65% Submittal	90 days	Wed 8/28/24	Mon 11/25/24 14		[Gantt bar from Aug 2024 to Nov 2024]																											
16	65% Review	30 days	Tue 11/26/24	Wed 12/25/24 15		[Gantt bar from Nov 2024 to Dec 2024]																											
17	SFWMD Permitting	120 days	Tue 11/26/24	Tue 3/25/25 15		[Gantt bar from Nov 2024 to Mar 2025]																											
18	LWDD Permitting	30 days	Wed 3/26/25	Thu 4/24/25 15,17		[Gantt bar from Mar 2025 to Apr 2025]																											
19	1st Utility Coordination Meeting	60 days	Tue 11/26/24	Fri 1/24/25 15		[Gantt bar from Nov 2024 to Jan 2025]																											
20	96% Submittal	92 days	Sat 1/25/25	Sat 4/26/25 16,19		[Gantt bar from Jan 2025 to Apr 2025]																											
21	96% Review	32 days	Sun 4/27/25	Wed 5/28/25 20		[Gantt bar from Apr 2025 to May 2025]																											
22	100% Submittal	30 days	Thu 5/29/25	Fri 6/27/25 19,21,18,1		[Gantt bar from May 2025 to Jun 2025]																											
23	100% Review	30 days	Sat 6/28/25	Sun 7/27/25 22		[Gantt bar from Jun 2025 to Jul 2025]																											
24	Final Utility Coordination Meeting	61 days	Sat 6/28/25	Wed 8/27/25 20,22		[Gantt bar from Jun 2025 to Aug 2025]																											
25	Final Submittal	30 days	Thu 8/28/25	Fri 9/26/25 24		[Gantt bar from Aug 2025 to Sep 2025]																											

Estimate of Work Effort and Cost

Name of Project:	Country Club Acres Drainage Study	Consultant Name:	Civil Design, Inc.
PBC Project Number:	2021605	Consultant Number:	VC000006856
		Date:	9/7/2023

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	CADD Technician				
BASIC SERVICES		\$75.00	\$65.00	\$60.00	\$45.00	\$35.00	\$30.00				
2 Roadway Analysis	97.0	10.0	27.0		60.0			97.0	\$5,205.00	\$ 53.66	
3 Roadway Plans	445.0	24.0	101.0		160.0		160.0	445.0	\$20,365.00	\$ 45.76	
4 Drainage Analysis	240.0	8.0	32.0		200.0			240.0	\$11,680.00	\$ 48.67	
5 Drainage Plans	131.0	8.0	24.0		40.0		59.0	131.0	\$5,730.00	\$ 43.74	
6 Permits & Environmental	90.0	8.0	16.0		66.0			90.0	\$4,610.00	\$ 51.22	
7 Utilities	78.0	4.0	8.0		26.0		40.0	78.0	\$3,190.00	\$ 40.90	
8 Signing & Pavement Marking Analysis	16.0	1.0	3.0		12.0			16.0	\$810.00	\$ 50.63	
9 Signing & Pavement Marking Plans	47.0	1.0	4.0		12.0		30.0	47.0	\$1,775.00	\$ 37.77	
Total Staff Hours (Basic Services)	1144.0	64.0	215.0	0.0	576.0	0.0	289.0	1144.0			
Total Staff Cost (Basic Services)		\$4,800.00	\$13,975.00	\$0.00	\$25,920.00	\$0.00	\$8,670.00		\$53,365.00	\$ 46.65	
OPTIONAL SERVICES											
1 General Tasks - Public Involvement	16.0	8.0	8.0					16.0	\$1,120.00	\$ 70.00	
1 General Tasks - Post Design Services	40.0	8.0	12.0		20.0			40.0	\$2,280.00	\$ 57.00	
Total Staff Hours (Optional Services)	56.0	16.0	20.0	0.0	20.0	0.0	0.0	56.0			
Total Staff Cost (Optional Services)		\$1,200.00	\$1,300.00	\$0.00	\$900.00	\$0.00	\$0.00		\$3,400.00	\$ 60.71	

EBO SBE Calculation for this Fee Summary	SBE \$	Non-SBE \$
Civil Design, Inc.	\$185,995.00	
Brown & Phillips, Inc.	\$76,154.40	
Pacifica Engineering Services, LLC	\$5,116.67	
Totals	\$267,266.07	\$ -

SBE % Achieved	100%
SBE % Committed	75%

EBO M/WBE Calculation for this Fee Summary	M/WBE \$	Non-M/WBE \$
Civil Design, Inc.		\$185,995.00
Brown & Phillips, Inc.	\$76,154.40	
Pacifica Engineering Services, LLC	\$5,116.67	
Totals	\$81,271.07	\$ 185,995.00

M/WBE % Achieved	30%
M/WBE % Committed	N/A**

****No M/WBE commitment required for the annual contract**

Basic Services:	
Salary Related Costs:	\$53,365.00
Contract Multiplier	3.00
Subtotal Basic Services (Prime Firm):	\$160,095.00
Basic Services	
Subtotal Basic Services (Subconsultants)	\$0.00
Basic Services Total:	\$160,095.00
Reimbursables	
Brown & Phillips, Inc. (Survey)	\$64,038.00
Pacifica Engineering Services, LLC (Geotechnical)	\$5,116.67
Permit Fees (LWDD & SFWMD)	\$15,700.00
Reimbursables Total:	\$84,854.67
Optional Services:	
Prime Consultant (Unloaded)	\$3,400.00
Contract Multiplier	3.00
Prime Consultant (Loaded)	\$10,200.00
Brown & Phillips, Inc. (SUE Utility Targeting)	\$12,116.40
Optional Services Total:	\$22,316.40
Grand Total Estimated Fees:	\$267,266.07

Project Activity 1: General Tasks						
Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
1.1	Public Involvement	LS	1	8	8	One meeting (2 people, 4 hours) for public outreach.
1.2	Renderings and Fly Throughs	EA	0	0	0	
1.3	PowerPoint Presentation	EA	0	0	0	
1.4	Public Meeting Preparations	EA	1	8	8	Graphics, exhibits and/or brochures for public outreach.
1.5	Public Meeting Attendance/Followup	EA	1	0	0	
1.6	Value Engineering Review	LS	1	0	0	
1.7	Post Design Services	LS	1	40	40	Optional Services - Post Design
1.8	Railroad, Transit, and/or Airport Coordination	LS	1	0	0	
1.9	Project Manager Coordination Meetings	EA	0	0	0	
1. General Tasks Total					56	

Project Activity 2: Roadway Analysis						
Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
2.1	Typical Section Package	LS	0	0	0	Analysis of each typical section per roadway (2 roadways), evaluate limits, widths, slopes, etc.
2.2	Horizontal /Vertical Master Design Files	LS	1	48	48	Setup basefile, baseline, alignments, etc.
2.3	Roundabout Design Analysis	LS	1	0	0	
2.4	Design Report	EA	0	0	0	
2.5	Computation Book & Quantities	EA	4	4	16	Comp book preparation (65%, 96%, 100% & Final submittals)
2.6	Cost Estimate	EA	4	4	16	Cost estimates (65%, 96%, 100% & Final submittals)
2.7	Technical Special Provisions and Modified Special Provisions	LS	1	0	0	Optional Services
2.8	ROW Impact Analysis	LS	1	0	0	
2.9	Other Roadway Analyses	LS	1	0	0	
2.10	Monitor Existing Structures	LS	1	0	0	
2.11	Field Review	EA	1	8	8	Field review to confirm survey and existing conditions (2 people at 4 hrs/ea)
2.12	Technical Meetings	EA	3	3	9	3 review mtgs (35%, 65%, 96%) w/ 2 people at 2 hrs per meeting + 1 hr for minutes & follow-up
2. Roadway Analysis Total					97 ✓	

Project Activity 3: Roadway Plans						
Task No.	Task	Units	No. of Units or Sheet	Hours/ Unit or Sheet	Total Hours	Comments
3.1	Key Sheet	Sheet	1	4	4	Prepare Key Sheet
3.2	Typical Sections	EA	2	4	8	Prepare typical section sheet with typicals, stations, limits, etc.
3.3	Typical Section Details	EA	1	2	2	Include various typical section details, curb pads & curbing (where required), etc.
3.4	General Notes/Pay Item Notes/Summary of Quantities	Sheet	1	4	4	Prepare pay items, pay item notes and quantities
3.5	Master Plan	Sheet	0	0	0	
3.6	Plan/Profile Sheet	Sheet	0	0	0	
3.7	Profile Sheet	Sheet	10	7	70	10 plan and profile sheets for drainage, swales and existing utilities within the project limits.
3.8	Plan Sheet	Sheet	10	6	60	10 plan and profile sheets for drainage, swales and existing utilities within the project limits.
3.9	Driveway Profiles	EA	20	3	60	Driveway slopes will be denoted with swale grade and standard driveway detail - no profiles unless a specific condition exists where standard slopes will not suffice.
3.10	Special Profiles	Sheet	0	0	0	
3.11	Back-of-Sidewalk Profile Sheet	Sheet	0	0	0	
3.12	Intersection Layout Details	Sheet	14	3	42	Intersection grading (6 intersections with Jackson; 8 intersections with Harrison)
3.13	Plateau Intersection Detail	Sheet	0	0	0	
3.14	Miscellaneous Details	EA	3	8	24	Provide special details for pipe outfalls, endwalls, lake slope restoration, baffles & typical driveways
3.15	Roadway Soil Survey Sheets	Sheet	0	0	0	
3.16	Railroad Detail Sheets	Sheet	0	0	0	
3.17	Cross Sections	EA	57	3	171	Prepare cross sections for each station (52) at 100' intervals + 5 for LWDD canal / 3 per sheet.
3. Roadway Plans Total					445	

Project Activity 4: Drainage Analysis						
Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
4.1	Drainage Map Hydrology	LF	0	0	0	
4.2	Determine Base Clearance Water Elevation	EA	0	0	0	
4.3	Pond Siting Analysis and Report	EA	0	0	0	
4.4	Design of Cross Drains	EA	37	1	37	Design of cross drainage pipes (inverts, slopes, cover, hydraulic grade line)
4.5	Design of Roadside Ditches	LF	7800	0.01	78	Design of roadside swales (cross & longitudinal slopes) along Jackson & Harrison
4.6	Design of Storm Drains	EA	73	1	73	Design of drainage structures (rim, grate, inverts, sump, tributary area)
4.7	French Drain Systems	LF	600	0.02	12	Design of french drains to meet water quality before discharge to LWDD canals
4.8	Drainage Design Report	LS	1	40	40	Pipe hydraulics and spread analysis for existing and proposed pipes & structures. Water quality and discharge analysis.
4.9	Bridge Hydraulic Report	EA	0	0	0	
4.10	Technical Special Provisions / Modified Special Provisions	LS	1	0	0	Optional Services
4. Drainage Analysis Total					240	

Project Activity 5: Drainage Plans							
Task No.	Task	Scale	Units	No. of Units or Sheet	Hours/ Unit or Sheet	Total Hours	Comments
5.1	Drainage Area Map	1"=200'	Sheet	4	4	16	Prepare master drainage plans / tributary map (4 sheets @ 1"=200')
5.2	Box Culvert Detail Sheet		Sheet	0	0	0	
5.3	Drainage Structure	1"=10'	EA	25	3	75	Prepare drainage structure sheets 73 structures @ 3 per sheet = 25 sheets
5.4	Miscellaneous Drainage Detail Sheets		Sheet	0	0	0	
5.5	Lateral Ditch Plan/Profile	7,800	LF	10	2	20	Swale profiles on each side of roadway for shoulders and conveyance (included within the 10 plan & profile sheets)
5.6	Lateral Ditch Cross Sections		EA	0	0	0	
5.7	Retention/Detention Ponds Detail Sheets	1	Sheet	1	4	4	Design of lake outfall details (Jackson Rd)
5.8	Retention Pond Cross Sections		EA	0	0	0	
5.9	SWPPP Sheets	1"=40'	Sheet	4	4	16	Based on 4 sheets at 1"=200' with details
5. Drainage Plans Total						131	

Project Activity 6: Permits & Environmental						
Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
6.1	Pond Site Alternatives	EA	0	0	0	
6.2	Establish Wetland Jurisdictional Lines	LS	1	0	0	
6.3	Existing Permit Analysis	LS	1	0	0	
6.4	Complete and Submit All Required Permit Applications	EA	2	40	80	SFWMD & LWDD submittal, processing, follow-up, etc.
6.5	Prepare Dredge and Fill Sketches	LS	1	0	0	
6.6	Mitigation Coordination and Meetings	EA	0	0	0	(LIST)
6.7	Technical Meetings	EA	2	5	10	Agency Mtgs - SFWMD & LWDD (2 mtgs w/2 people @ 2 hrs/each = 4 hrs) + 1 hr for mtg minutes
6. Permits and Environmental Total					90	

Project Activity 7: Utilities						
Task No.	Task	Units	No of Units	Hours/ Unit	Total Hours	Comments
7.1	Incorporate Existing Utility Facilities	EA	5	4	20	5 utility providers @ 4 hrs each
7.2	Conflict Matrix	EA	4	2	8	Utility conflict matrix (65%, 96%, 100% and final) 4 submittals at 2 hrs each
7.3	Identify and Incorporate Conflict Resolutions	LS	1	40	40	5 utility providers @ 8 hrs each
7.4	Meetings	EA	2	5	10	2 Utility Coordination Mtgs (2 people x 2 hrs) + 1 hr for mtg minutes
7. Utilities Total					78	

Project Activity 8: Signing & Marking Analysis						
Task No.	Task	Units	No. of Units	Hours/ Units	Total Hours	Comments
8.1	Master Design Files	LS	1	8	8	Set up CADD files for striping replacement / current code
8.2	Quantities	EA	4	1	4	Quantities at 65%, 96%, 100% & Final
8.3	Cost Estimate	EA	4	1	4	Estimates at 65%, 96%, 100% & Final
8.4	Other Signing and Pavement Marking	LS	1	0	0	
8. Signing and Pavement Marking Analysis Total					16	

Project Activity 9: Signing & Marking Plans						
Task No.	Task	Units	No of Units	Hours/ Unit or Sheet	Total Hours	Comments
9.1	Key Sheet	Sheet	1	1	1	
9.2	General Notes/Pay Item Notes/Summary of Quantities	Sheet	1	2	2	
9.3	Typical Details	EA	2	2	4	Include typical striping and signage details
9.4	Plan Sheet	Sheet	10	4	40	Plans for striping/signage replacement
9. Signing and Pavement Marking Plans Total					47	

Project Activity 18: Reimbursables							
Task No.	Task	Scale	Units	No. of Units	\$/Unit	Total Cost	Comments
18.1	Prints for Submittals						
	Plans	11x17	Sheet	0	\$ -	\$ -	
	Other	8 1/2x 11	Sheet	0	\$ -	\$ -	
18.2	Permit Fee						
	SFWMD		EA	1	\$ 5,500.00	\$ 5,500.00	<i>New Individual</i>
	LWDD		EA	1	\$ 10,200.00	\$ 10,200.00	<i>LWDD = \$3,000.00 first outfall + 4 additional outfall @ \$1,800.00 each = \$10,200.00</i>
	ACOE		EA	0	\$ -	\$ -	
	Improvement District		EA	0	\$ -	\$ -	<i>(LIST - ITID, NPBCID, SIRWCD, SID)</i>
	Municipality		EA	0	\$ -	\$ -	<i>(LIST)</i>
	ERM		EA	0	\$ -	\$ -	<i>(LIST)</i>
18.3	Other		LS	1	\$ -	\$ -	<i>(Describe)</i>
18. Reimbursables Total						\$ 15,700.00	

PERMIT APPLICATION FEE SCHEDULE

(Effective 8/7/2016)

Environmental Resource Permits

New Individual or Conceptual Permit (excludes Agriculture, Mitigation Bank)

- Project area < 10 acres; no wetlands or surface waters; no boat slips.....\$ 2,000
- Project area < 10 acres; < 1 acre wetland or surface water; < 10 boat slips.....\$ 3,500
- **Project area < 40 acres; < 3 acres wetlands or surface waters; < 30 boat slips.....\$ 5,500**
- Project area < 100 acres; < 10 acres wetlands or surface waters; < 50 boat slips..... \$ 7,500
- Project area < 640 acres; < 50 acres wetlands or surface waters; < 50 boat slips..... \$ 13,125
- Project area > 640 acres; > 50 acres wetlands or surface waters; > 50 boat slips..... \$ 25,000

New Individual Agriculture or Silviculture Permit

- Project area < 10 acres; < 1 acre wetland or surface water..... \$ 859
- Project area < 40 acres; < 3 acres wetlands or surface waters..... \$ 2,444
- Project area < 100 acres; < 10 acres wetlands or surface waters..... \$ 4,029
- Project area < 640 acres; < 50 acres wetlands or surface waters..... \$ 5,284
- Project area > 640 acres; > 50 acres wetlands or surface waters..... \$ 6,605

Individual or Conceptual Permit Major Modification (excludes Agriculture, Mitigation Banks)

- Project area < 10 acres; no wetlands or surface waters; no boat slips.....\$ 1,200
- Project area < 10 acres; < 1 acre wetland or surface waters; < 10 boat slips..... \$ 2,100
- Project area < 40 acres; < 3 acres wetlands or surface waters; < 30 boat slips.....\$ 3,300
- Project area < 100 acres; < 10 acres wetlands or surface waters; < 50 boat slips..... \$ 4,500
- Project area < 640 acres; < 50 acres wetlands or surface waters; < 50 boat slips..... \$ 7,875
- Project area > 640 acres; > 50 acres wetlands or surface waters; > 50 boat slips..... \$ 15,000

Individual Agriculture or Silviculture Permit Major Modification

- Project area < 10 acres; < 1 acre wetland or surface water..... \$ 515
- Project area < 40 acres; < 3 acres wetlands or surface waters..... \$ 1,466
- Project area < 100 acres; < 10 acres wetlands or surface waters.....\$ 2,417
- Project area < 640 acres; < 50 acres wetlands or surface waters.....\$ 3,170
- Project area > 640 acres; > 50 acres wetlands or surface waters.....\$ 3,963

Individual or Conceptual Permit Minor Modification (includes Mitigation Banks)

- Time Extension of Permit (not associated with SB/HB)..... \$ 500
- Time Extension of Permit (associated with SB/HB)..... \$ 0
- Minor errors not requiring technical review.....\$ 0
- Transfer of ownership.....\$ 0
- Transfer from construction to operation phase.....\$ 0
- All other minor modifications (Letter Modification)..... \$ 250

New Individual or Conceptual Permit for a Mitigation Bank

- Permit area < 100 acres..... \$ 7,500

**LAKE WORTH DRAINAGE DISTRICT
OPERATING POLICIES**

Chapter 2: Fees

A user fee of 20% for the parallel portion of the review fee will be assessed yearly and adjusted every five (5) years using a compounded Consumer Price Index (CPI).

*** Example: 20% of user fee (\$24,000) = \$4800 would be assessed yearly.**

Example 3

Project Description: A roadway project is five miles in length with seven control structures and crossing nine LWDD canals. The crossings consist of culverts less than 120 LF in length.

Fee Calculation:

Roadways with zero or one discharge structure	=	\$ 3,000.00
Six additional control structures are six @ \$1,800.00/C.S.	=	\$10,800.00
Nine culvert crossings @ \$720.00/crossing	=	<u>\$ 6,480.00</u>
THE TOTAL REVIEW FEE		\$20,280.00

NOTE: Existing culverts for side streets and driveways that are being replaced or modified within LWDD Canal(s) for required canal relocation, as part of a road project, are included in roadway fees.

2.2 Permit, Inspection and Administrative Fees

Drainage Permits:

Projects 10 acres or less		\$1,200.00 ea.
Projects above 10 acres and less than 40 acres		\$3,000.00 ea.
Projects 40 acres and above		\$4,200.00 ea.
Each subsequent phase of a previously approved Master Plan		\$ 240.00 ea.
Transfer Drainage Permit		\$ 250.00 ea.
[REF: CHAPTER 3, SECTION 3.5]		

Roadway Projects

Designs with zero or one proposed discharge control structure		\$3,000.00 ea.
Each additional proposed discharge control structure		\$1,800.00 ea.
[REF: CHAPTER 3, SECTIONS 3.4 & 3.5]		

M.S.T.U. Roadway Projects

(Private Property Assessed Projects)		\$1,200.00 ea.
[REF: CHAPTER 3, SECTIONS 3.4 & 3.5]		

Bridges

		\$ 1,200.00 ea.
[REF: CHAPTER 3, SECTION 3.1]		



Mr. Jeff Trompeter, P.E.
Civil Design, Inc.
1400 Centrepark Boulevard, Suite 905
West Palm Beach, FL 33401

**Re: Country Club Acres, Delray - Drainage Study – PBCo. Project No. 2021605
Specific Purpose / Topographic Survey for Drainage Design**

Dear Jeff:

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

SCOPE OF SERVICES

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

I. HORIZONTAL PROJECT NETWORK CONTROL

Using the information supplied by Palm Beach County, we will establish the Rights-of-Way for Jackson Road and Harrison Road. A traverse will be run through the route and found monumentation will be tied in. The survey will be oriented to Palm Beach County horizontal control (NAD 83/90 Adjustment). We will obtain the sectional and geodetic control information from the Palm Beach County Survey Department. We will prepare a project network control (PNC) sheet meeting Palm Beach County standards. The Project Network Control (PNC) sheets will be part of the survey, signed, certified signed & sealed within the survey.

The approximate limits of the survey are clouded in red on the scope map included with this proposal, and include $\pm 7,500$ linear feet of right-of-way in the study area (not inclusive of the canal, ditch and lake sections).

II. RIGHT-OF-WAY

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

III. VERTICAL PROJECT NETWORK CONTROL

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

IV. BASELINE LAYOUT

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

V. HORIZONTAL CONTROL POINTS

The historic baseline of survey (if available) will be tied to a pair of PBCo. Horizontal Control Points at each end of the baseline. Stations and offsets and State Plane Coordinates and monumentation will be labeled at begin and end of historic baseline as well as PI's, PC's, PT's, PRC's and PCC's along the baseline not to exceed 1000 feet between control stations. All monumentation along the historic baseline will be referenced to the intervisible random project control monumentation. We propose to set six (6) horizontal control points.

VI. SECTION TIES AND PROPERTY TIES

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

VII. TOPOGRAPHY

A topographic survey will be performed along the route and on all side streets to 100 feet from the right of way line of Jackson Road and Harrison Road. This survey will show the edge of pavement and all above ground features to 25 feet outside of the existing right of way. This survey will tie in all visible features such as, but not limited to, signs, light poles, guardrails, utilities, walks, edge of pavement, curbing, drainage structures, striping, etc. These locations will show all features within the corridor from right of way to right of way extending to 25 feet outside the right of way. The site is heavily landscaped, which will necessitate additional control points and setups.

VIII. CROSS SECTIONS and TIN CREATION (DTM)

Cross sections will be done along the route at 50' intervals. Cross sections will be done down all side streets to 100' from the right of way line of Jackson Road and Harrison Road. These cross sections will cover the roadway to the right of way lines and extend to 25 feet outside of the right of way. We will also perform cross sections of the ditches and a lake section, as requested. In addition, we will prepare a TIN file and all the corresponding break lines for the design of drainage improvements. Since a TIN is required, this will entail additional shots to be taken on the cross sections to accurately depict the existing conditions.

IX. CANAL CROSS SECTIONS (SOUNDINGS) AND LWDD DRAWING

We will perform soundings along the canals at five (5) locations as shown on the attached scope map. We will perform three (3) soundings at each location (one on the centerline and one 100' in each direction) for a total of fifteen (15) soundings. We will also locate the four (4) LWDD outfalls. We will prepare a drawing of the canal sections with plan and profile views, per LWDD requirements.

X. AS-BUILTS

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

XI. TREE LOCATIONS

We will locate the native trees (4" and larger measured at breast height) and shrubs/hedges within the rights of way Jackson Road and Harrison Road. These will be shown on the CADD file with types and caliper sizes. Not a tree survey.

XII. UNDERGROUND UTILITIES

We will scan and target the underground utilities within the rights of way of Jackson Road and Harrison Road. We will then locate the marked utilities and add them to the survey. No test holes are proposed.

XIII. GEOTECH BORINGS

We will locate the four (4) percolation tests and two (2) pavement cores performed by others. We will supply the ground elevation of these points to Civil Design.

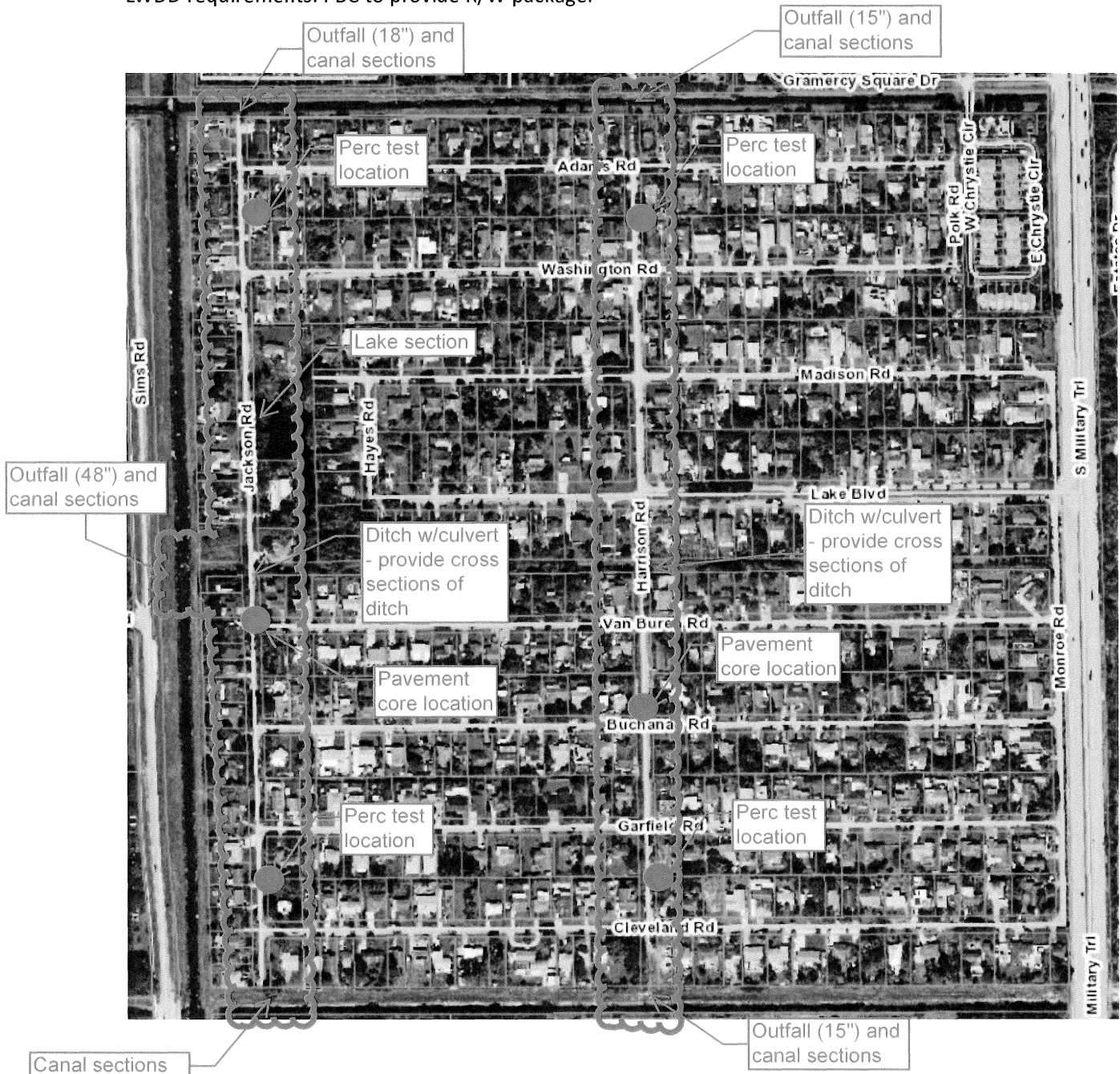
XIV. CLOSURE

A certified signed and sealed Specific Purpose / Topographic Survey (11" x 17" sheets on a 1" = 40' scale) will be prepared and delivered, to be included with the engineering plans (sheets SURX-SURXX) showing the existing right-of-way and supporting record information in addition to all improvements as outlined. We will also provide a printout of the right-of-way information in hard copy and digital format (CAD and PDF), as part of the approved survey plan submittal, showing labels referencing each document used to plot the right-of-way. We propose to provide Civil Design, Inc. and Palm Beach County Survey Section with 1 set certified, signed & sealed, of the Survey, 1 set in PDF digitally signed and CAD files in the version requested. Please do not hesitate to call me with any questions you might have regarding this proposal. We look forward to working with you on this project.

PBC 2021605 - COUNTRY CLUB ACRES DRAINAGE STUDY

Geotech: Four (4) percolation tests for SFWMD k values with two each for Jackson & Harrison Roads. Two pavement cores (one each for Jackson & Harrison Roads).

Survey: Specific purpose survey per PBC requirements for Jackson Road, Harrison Road, driveways to FFE, all FFEs, lake section for pie outfall, locate four LWDD outfalls, ditch sections, canal sections per LWDD requirements. PBC to provide R/W package.



Estimate of Work Effort and Cost

Name of Project:		Country Club Acres Drainage Study						Consultant Name: Brown & Phillips, Inc.																																																																																																																																																												
PBC Project Number:		2021605						Consultant Number: BROW0082																																																																																																																																																												
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Task Description	Total Staff Hours	Staff Categories							Staff Hours By Activity	Salary Cost By Activity	Average Rate Per Task																																																																																																																																																									
		Principal Surveyor (PLS)	Project Surveyor/Mapper (PLS)	Survey Technician	CAD Technician	3 Man Crew	2 Man Crew																																																																																																																																																													
		\$42.00	\$42.00	\$31.00	\$31.00	\$65.60	\$50.60																																																																																																																																																													
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14 Survey - Field	257.0		6.0	16.0		235.0			257.0	\$16,164.00	\$ 62.89																																																																																																																																																									
15 Survey - Plans	159.0		23.0	72.0	64.0				159.0	\$5,182.00	\$ 32.59																																																																																																																																																									
Total Staff Hours (Basic Services)	416.0	0.0	29.0	88.0	64.0	235.0	0.0	0.0	416.0																																																																																																																																																											
Total Staff Cost (Basic Services)		\$0.00	\$1,218.00	\$2,728.00	\$1,984.00	\$15,416.00	\$0.00	\$0.00		\$21,346.00	\$ 51.31																																																																																																																																																									
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Total Staff Hours (Optional Services)	76.0	0.0	2.0	10.0	16.0	48.0	0.0	0.0	76.0																																																																																																																																																											
Total Staff Cost (Optional Services)		\$0.00	\$84.00	\$310.00	\$496.00	\$3,148.80	\$0.00	\$0.00		\$4,038.80	\$ 53.14																																																																																																																																																									
<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td colspan="11" style="text-align: right;">Basic Services:</td> </tr> <tr> <td colspan="10">Basic Services (Brown & Phillips, Inc.)</td> <td style="text-align: right;">\$21,346.00</td> </tr> <tr> <td colspan="10">Contract Multiplier</td> <td style="text-align: right;">3.00</td> </tr> <tr> <td colspan="10">Basic Services Total:</td> <td style="text-align: right;">\$64,038.00</td> </tr> <tr> <td colspan="11" style="text-align: right;">Reimbursables:</td> </tr> <tr> <td colspan="10"></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td colspan="10">Printing</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td colspan="10">Reimbursables Total:</td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td colspan="11" style="text-align: right;">Optional Services:</td> </tr> <tr> <td colspan="10">SUE Utility Targeting (Brown & Phillips, Inc.)</td> <td style="text-align: right;">\$4,038.80</td> </tr> <tr> <td colspan="10">Contract Multiplier</td> <td style="text-align: right;">3.00</td> </tr> <tr> <td colspan="10"></td> <td style="text-align: right;">\$0.00</td> </tr> <tr> <td colspan="10">Optional Services Total:</td> <td style="text-align: right;">\$12,116.40</td> </tr> <tr> <td colspan="10">Grand Total Estimated Fees (Brown & Phillips, Inc.):</td> <td style="text-align: right;">\$76,154.40</td> </tr> </table>											Basic Services:											Basic Services (Brown & Phillips, Inc.)										\$21,346.00	Contract Multiplier										3.00	Basic Services Total:										\$64,038.00	Reimbursables:																					\$0.00	Printing										\$0.00	Reimbursables Total:										\$0.00	Optional Services:											SUE Utility Targeting (Brown & Phillips, Inc.)										\$4,038.80	Contract Multiplier										3.00											\$0.00	Optional Services Total:										\$12,116.40	Grand Total Estimated Fees (Brown & Phillips, Inc.):										\$76,154.40
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Project Activity 14: Survey - Field						
Task No.	Task	Units	No of Units	Hours/Unit	Total Hours	Comments
14.1	Horizontal Project Control (HPC)					
	2-Lane Roadway	LF	1	16	16	
	Multi-lane Roadway	LF	0	0	0	
14.2	Vertical PC / Bench Line					
	2-Lane Roadway	LF	1	20	20	
	Multi-lane Roadway	LF	0	0	0	
14.3	Reference Points					
	2-Lane Roadway	EA	0	8	0	
	Multi-lane Roadway	EA	0	0	0	
14.4	Baseline Layout	LF	1	6	6	
14.5	Section, Subdivision & Property Ties	EA	1	19	19	
14.6	Topography/DTM (3D)	LF	1	60	60	Significant landscaping within survey limits
14.7	Cross Sections	EA	1	60	60	Significant landscaping within survey limits
14.8	Side Street Surveys	LF	1	24	24	
14.9	SUE	EA	1	76	76	Optional Services (office and field time)
14.10	Locates - Pothole	EA	1	4	4	Locate Geotech borings
14.11	Outfall Survey	LF	0	0	0	
14.12	Drainage Survey	EA	0	0	0	
14.13	Bridge Survey	EA	0	0	0	
14.14	Canal Survey	LF	0	0	0	
14.15	Channel Survey and Soundings	LS	1	24	24	5 canal locations and 1 lake
14.16	Pond Site Survey	EA	0	0	0	
14.17	Jurisdictional Line Survey	LS	1	0	0	

Task No.	Task	Units	No of Units	Hours/Unit	Total Hours	Comments
14.18	Tree Survey	LS	1	12	12	Significant landscaping within survey limits
14.19	Route/Corridor Survey	LF	0	0	0	
14.20	Boundary Survey	LS	1	0	0	
14.21	Topographic Survey	LS	1	0	0	
14.22	Specific Purpose Survey	LS	1	0	0	
14.23	Hydrographic Survey	LS	1	0	0	
14.24	Quantity Survey	LS	1	0	0	
14.25	Record/As-Built Survey	LS	1	10	10	
14.26	R/W Staking					
	Parcel	EA	0	0	0	
	R/W Line	LF	0	0	0	
14.27	Meetings	EA	1	2	2	
14. Survey - Field Total					333	257 Hours Basic Services, 76 Hours Optional Services

Project Activity 15: Survey Plans						
Task No.	Task	Units	No. of Units	Hours/ Unit or	Total Hours	Comments
15.1	Alignment	LF	1	2	2	
15.2	Section and 1/4 Section Lines	Section	1	1	1	
15.3	Subdivisions / Property Lines	EA	1	2	2	
15.4	Existing R/W	LF	1	4	4	
15.5	Topography	LF	1	20	20	
15.6	Parent Tract Properties/Existing Easements	EA	0	0	0	
15.7	Title Review	LS	1	38	38	
15.8	Jurisdictional/Agency Lines	LF	1	18	18	
15.9	Survey Key Sheet	Sheet	1	5	5	
15.10	Survey Detail & Legend Sheet	Sheet	0	0	0	
15.11	Reference Point Sheet	Sheet	1	6	6	
15.12	Project Control Sheet	Sheet	0	0	0	
15.13	Specific Purpose & Topographic Survey	Sheet	1	63	63	
15.14	Boundary Survey	EA	0	0	0	(LIST)
15.15	Technical Meetings	EA	0	0	0	(LIST)
15. Survey Plans Total					159	

Civil Design, Inc.

1400 Centrepark Boulevard, Suite 905
West Palm Beach, Florida 33401

Attention: Mr. Jeff Trompeter, P.E.
President
Phone: (561) 659-5760
Email: jtrompeter@civil-design.com

Re: Proposal for Geotechnical Engineering Services
Country Club Acres Drainage Study
Jackson and Harrison Road, Delray Beach, Florida
PACIFICA Proposal No: 610-12014230

Dear Mr. Trompeter:

In accordance with your email dated May 3, 2023, **Pacifica Engineering Services, LLC (PACIFICA)**, is pleased to submit this proposal to perform a subsurface exploration program and percolation testing for the above referenced project. Included herein is our understanding of the proposed development along with a scope of services fee estimate to conduct a geotechnical engineering study.

Based on the provided survey limit plan, it is understood that percolation testing is needed along the following streets in Delray Beach, Florida. The requested streets are:

- Jackson Road.
- Harrison Road.

Based on review of a recent aerial photographs and the provided survey limit plan, it appears that the streets are accessible to a truck mounted drilling rig. Additionally, it is assumed that access will be provided to PACIFICA prior to mobilization. If any of the above information is incorrect, please notify us so we can make any necessary changes to our proposal.

As requested, PACIFICA proposes to perform the following services:

- Perform two (2) pavement cores at locations of visible failure to determine pavement thicknesses at the locations provided.
- Perform four (4) percolation tests in accordance with SFWMD procedures at depths of 10 feet below grade within the SPT borings at the locations provided.

Underground utility clearance will be required prior to commencing the drilling of the borings. Therefore, PACIFICA will contact "Sunshine One-Call" Service to obtain underground public utility clearance. PACIFICA assumes that any private underground utilities existing in the exploratory area will be identified to us by others.

After the completion of the field exploration, a geotechnical engineer will review the soil samples and classify the soil samples based on the Unified Soil Classification System (USCS). Using the results of the field exploration the results of the percolation tests will be transmitted in a report which will specifically contain information listed below:

1. A plan of the site showing the location of the pavement cores and percolation tests.
2. Results of the percolation tests including hydraulic conductivity "k" values.
3. An anticipation of groundwater levels based on the groundwater readings taken from the soil borings.
4. Pavement cores condition data sheet and photographic documentation.

Our work can begin after we receive authorization to proceed. We will start drilling after underground utilities have been located and identified, which may take several business days. The field drilling should be completed in 1 workday. The written report of the subsurface exploration will be available approximately two weeks following the field demobilization.

Based on our general knowledge of the subsurface conditions at the site and our understanding of your requirements, we propose to complete the percolation testing described herein for an estimated fee of **\$5,116.67**. A fee breakdown can be seen below.

DESCRIPTION	UNIT	# OF UNITS	UNIT RATE	TOTAL
<u>I. FIELD EXPLORATION</u>				
Mobilization of Drill Equipment (50-mile travel)	each	1.0	\$375.00	\$375.00
Senior Engineering Technician (Site Reconnaissance, Boring Layout and Underground Utility Clearance) (Raw Rate: \$31.44*2.63)	hour	4.0	\$82.69	\$330.76
Asphalt Cores	feet	2.0	\$75.00	\$150.00
Asphalt Coring Machine Plus Generator Rental	feet	1.0	\$300.00	\$300.00
Percolation Tests	each	4.0	\$325.00	\$1,300.00
<u>II. ENGINEERING SERVICES (MULTIPLIER: 2.63)</u>				
Principal Engineer, P.E. (Raw Rate: \$73.81*2.63)	hour	1.0	\$194.75	\$194.75
Senior Geotechnical Engineer (Raw Rate: \$50.22*2.63)	hour	6.0	\$132.08	\$792.48
Drafter / CADD (Raw Rate: \$28.35*2.63)	hour	3.0	\$74.56	\$223.68
<u>III. REIMBURSABLE NOT ADDRESSED IN FEE SCHEDULE</u>				
Maintenance of Traffic (MOT) & Traffic Control Devices	day	1.0	1,450.00	1,450.00
ESTIMATED FEE FOR THE PROJECT				\$5,116.67



PACIFICA appreciates your consideration of our firm for this project. We wish to note that PACIFICA recognizes the importance of meeting schedule deadlines, staying on budget and being responsive to your needs and those of your design team. We look forward to working with you on this project.

Respectfully submitted,

Pacifica Engineering Services

Florida Certification of Authorization License No. 32328



Maximo Peralta Alvarez, P.E.
Senior Geotechnical Engineer



Wesley C. Foster, P.E.
Principal Engineer

OEBO SCHEDULE 1

SOLICITATION/PROJECT/BID NAME: Country Club Acres Drainage Improvements

SOLICITATION/PROJECT/BID NO.: 2021605

SOLICITATION OPENING/SUBMITTAL DATE: September 14, 2021

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: Civil Design, Inc.

ADDRESS: 1400 Centrepark Blvd., Suite 905, West Palm Beach, FL 33401

CONTACT PERSON: Jeff Trompeter

PHONE NO.: (561) 815-8996

E-MAIL: jtrompeter@civil-design.com

PRIME'S DOLLAR AMOUNT OR PERCENTAGE OF WORK: \$185,995.00

Non-SBE MBE WBE SBE

*SMWBE Prime's must include their percentage or dollar amount in the Total Participation line under section B.

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)				<u>DOLLAR AMOUNT OR PERCENTAGE OF WORK</u>					
	Non-SBE	MBE	WBE	SBE	Black	Hispanic	Women	Caucasian	Asian	Other
		Minority Business	Women Business	Small Business						
1. Brown & Phillips, Inc.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$76,154.40					
2. Pacifica Engineering Services, LLC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$5,116.67					
3.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						
5.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

(Please use additional sheets if necessary)

Total \$81,271.07

Total Bid/Offer Price \$ 267,266.07

Total Certified S/M/WBE Participation \$ 267,266.07 (100%)

I hereby certify that the above information is accurate to the best of my knowledge: Thomas J. Trompeter  President
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 opening or 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.

OEBO LETTER OF INTENT – SCHEDULE 2

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

SOLICITATION/PROJECT NUMBER: 2021605

SOLICITATION/PROJECT NAME: Country Club Acres Drainage Improvements

Prime Contractor: Civil Design, Inc. 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): 5/20/22-5/19/25

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

Column 1	Column 2	Column 3
<input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> African-American/Black <input 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	Civil Engineering: Basic Services	Ea	1	N/A	\$160,095.00
2	Civil Engineering: Post Design Services	Ea	1	N/A	\$10,200.00
3	Permit Fees	Ea	1	N/A	\$15,700.00

The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$185,995.00

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

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

Price or Percentage: N/A

Civil Design, Inc.
Print Name of Prime

N/A
Print Name of Subcontractor/subconsultant

By: [Signature]
Authorized Signature

By: _____
Authorized Signature

Thomas J. Trompeter
Print Name

Print Name

President
Title

Title

Date: September 7, 2023

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: 2021605

SOLICITATION/PROJECT NAME: Country Club Acres Drainage Improvements

Prime Contractor: Civil Design, Inc. Subcontractor: Brown & Phillips, Inc.

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 1/31/22-1/30/25

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

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

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

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Boundary Survey	Ea	1	N/A	\$64,038.00
2	Utility Targeting Services	Ea	1	N/A	\$12,116.40

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: \$76,154.40

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

N/A Price or Percentage: N/A

Name of 2nd/3rd tier Subcontractor/subconsultant

Civil Design, Inc.
Print Name of Prime

By: 
Authorized Signature

Thomas J. Trompeter
Print Name

President
Title

Date: September 7, 2023

Brown & Phillips, Inc.
Print Name of Subcontractor/subconsultant

By: 
Authorized Signature

Anthony S. Brown
Print Name

CEO
Title

Date: September 7, 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: 2021605

SOLICITATION/PROJECT NAME: Country Club Acres Drainage Improvements

Prime Contractor: Civil Design, Inc. Subcontractor: Pacifica Engineering Services, LLC

(Check box(s) that apply)

SBE WBE MBE M/WBE Non-S/M/WBE Date of Palm Beach County Certification (if applicable): 10/25/21-10/24/24

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

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

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

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Geotechnical Engineering	Ea	1	N/A	\$5,116.67

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: \$5,116.67

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

N/A Price or Percentage: N/A

Name of 2nd/3rd tier Subcontractor/subconsultant

Civil Design, Inc.
 Print Name of Prime
 By: 
 Authorized Signature
Thomas J. Trompeter
 Print Name
President
 Title
 Date: September 7, 2023

Pacifica Engineering Services, LLC
 Print Name of Subcontractor/subconsultant
 By: 
 Authorized Signature
Wesley Foster
 Print Name
President
 Title
 Date: September 7, 2023

PROJECT HISTORY

Country Club Acres Drainage Improvements					
Project# 2021605					
Authorization	Supplement	Date Approved	Total Amount	SBE Amount	SBE %
BCC	Original CSA	Pending	\$ 267,266.07	\$ 267,266.07	100.00%
Project Totals			\$ 267,266.07	\$ 267,266.07	100.00%



**Palm Beach County
Compliance Summary Report**

Vendor Number	Vendor Name	AM Best Rating	Insurance Carrier	Policy #	Eff. Date	Exp. Date	Coverage	Contract Number	Contract Name
DX00001707	Civil Design, Inc.		Compliant					2022050	Annual Civil Engineering Services (R2022-0461)
		A++g , XV	The Phoenix Insurance Company	6605D859672	10/1/2023	10/1/2024	General Liability		
		Ar , XV	Liberty Insurance Underwriters, Inc.	AEX1009370008	10/1/2023	10/1/2024	Professional Liability		
		A++ , XV	Travelers Casualty and Surety Company of America	UB6J384625	10/1/2023	10/1/2024	Workers Comp		

Risk Profile : Standard - Professional Services
Required Additional Insured : Palm Beach County Board of County Commissioners
Ownership Entity :