

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: January 6, 2026

[X] Consent [] Regular
[] Workshop [] Public Hearing

Department: Facilities Development & Operations


I. EXECUTIVE BRIEF


Motion and Title: Staff recommends motion to approve: Consultant Services Authorization (CSA) No. 9 to the continuing consulting services/design professional contract for architectural/engineering services (R2025-0078) with Colomé & Associates, Inc. (Consultant) in the amount of \$360,472.84 for the new Hypoluxo Branch Library project.

Summary: On January 14, 2025, the Board of County Commissioners (BCC) approved the continuing consulting services/design professional contract (R2025-0078) with the Consultant to provide professional architectural and engineering services for capital improvement or renovation projects countywide on an as needed basis. This item will authorize the professional services for the new Hypoluxo Branch Library project located at 7200 South Federal Highway in Hypoluxo. Under CSA No. 9, the Consultant will provide professional services which include design, construction document preparation, permitting, bidding, and construction administration services necessary for the construction of the new Hypoluxo Branch Library with associated site improvements. An evaluation of the existing site was completed at project conception and deemed that the existing building, constructed in 1977, required extensive interior and structural renovations to meet current code requirements. Additionally, the layout of the existing site did not adequately support proper vehicular or pedestrian circulation. The assessment concluded that a new facility would be more cost-effective and will more efficiently serve the community of Hypoluxo. The new project includes, but is not limited to, the demolition of the existing structure, and the construction of a new one (1)-story 3,198 square feet building, including new site drainage, parking, and pedestrian site access to efficiently provide essential library services. This continuing contract was awarded pursuant to the requirements of the Small Business Development Ordinance. This continuing contract was presented to the Goal Setting Committee on May 15, 2024, and the Committee established a mandatory minimum 25% Small Business Enterprise (SBE) subcontracting goal on the contract. The Consultant committed to 99% SBE participation. The SBE participation on this CSA is 96.51%. To date, the overall SBE participation on the contract is 97.28%. Funding for this project is from the Library Expansion Program Fund. **(Capital Improvements Division) District 4 (MWJ)**

Background and Justification: On September 5, 2024, the Consultant was selected in accordance with Board of County Commissioners (BCC) adopted procedures and pursuant to Section 287.055, Florida Statutes, the Consultants' Competitive Negotiation Act. CSA No. 9 authorizes professional services necessary for the new Hypoluxo Branch Library project.

- Attachments:**
- 1. Location Map
 - 2. Budget Availability Statement
 - 3. CSA No. 9
 - 4. CSA History
 - 5. Certificate of Liability Insurance
 - 6. Nongovernmental Entity Human Trafficking Affidavit
 - 7. Emergency Ordinance Notification Letter

Recommended by:  11/19/25
Department Director Date

Approved by:  12/4/25
Deputy County Administrator Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2026	2027	2028	2029	2030
Capital Expenditures	\$365,473				
Operating Costs					
External Revenues					
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	\$365,473	-0-	-0-	-0-	-0-
# ADDITIONAL FTE					
POSITIONS (Cumulative)					

Is Item Included in Current Budget:

Is this item using Federal Funds?

Is this item using State Funds?

Yes

X

No

Yes

No

X

Yes

No

X

Budget Account No:

Fund3751Dept321UnitL075Object6505

PROFESSIONAL SERVICES\$360,472.84

STAFF COSTS\$ 5,000.00

CONTINGENCY\$ 0.00

TOTAL\$365,472.84

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Funding for this project is from the Library Expansion Program Fund.

C. Departmental Fiscal Review:

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

OFMB

11/24

11/20

Contract Development and Control

12/1/25

26 11-25, 25

11-26-25 TD

B. Legal Sufficiency:

Assistant County Attorney

C. Other Department Review:

Department Director

LOCATION MAP

Project No: P-2025-000197
Project Name: New Hypoluxo Branch Library
Location: 7200 South Federal Hwy, Hypoluxo FL 33462



BUDGET AVAILABILITY STATEMENT

REQUEST DATE: 10/9/2025 REQUESTED BY: Rocky Roque PHONE: (561) 233-0191
PROJECT TITLE: New Hypoluxo Branch Library
(Same as CIP or IST, if applicable)
ORIGINAL CONTRACT AMOUNT: \$ N/A IST PLANNING NO.: N/A
REQUESTED AMOUNT: ~~\$365,473.36~~ 365,472.⁸⁴ BCC RESOLUTION#: R2025-0078
eFDO #: P-2025-000197 DATE: 01/14/25
PROJECT NUMBER: P-2025-000197
CSA NUMBER: CSA #9 SUPPLEMENT NUMBER: N/A
CHANGE ORDER NUMBER: N/A W. O. NUMBER: N/A
TASK ORDER NUMBER: N/A AMENDMENT NUMBER: N/A
SERVICE LOCATION: 7200 S. Federal Highway, Hypoluxo, FL 33462
BUILDING NUMBER: 3017
CONSULTANT: N/A
CONTRACTOR: Colomé & Associates, Inc. (Continuing Architectural Consultant)
PROVIDE A BRIEF STATEMENT OF THE SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT/CONTRACTOR:

Professional services shall include conceptual design, site plan approval documents, construction/permitting documents, bidding, construction phase services to create a library to serve the community of Hypoluxo.

CONSTRUCTION	\$0.00
PROFESSIONAL SERVICES	\$360,473.36 360,472.84
STAFF COST*	\$5,000.00
EQUIPMENT/SUPPLIES	\$0.00
ADVERTISEMENT/PERMIT FEES	\$0.00
CONTINGENCY	\$0.00
TOTAL	\$365,473.36 365,472.84

* By signing this BAS your department agrees to these CID staff charges and your account will be charged upon receipt of this BAS by FD&O. Unless there is a change in the scope of work, no additional staff charges will be billed. If this BAS is for construction costs of \$250,000 or greater, staff charges will be billed as actual and reconciled at the end of the project. If the project requires Facilities Management or ESS staff your department will be billed actual hours worked upon project completion.

BUDGET ACCOUNT NUMBER(S) (Specify distribution if more than one and order in which funds are to be used):

FUND: 3751 DEPT: 321 UNIT: L075 OBJ: 6505

IDENTIFY FUNDING SOURCE FOR EACH ACCOUNT: (check and provide detail for all that apply)

- ☒ Ad Valorem (Amount\$ _____)
- ☐ Infrastructure Sales Tax (Amount\$ _____)
- ☐ State (Source/Type _____ Amount\$ _____)
- ☐ Federal (Source/Type _____ Amount\$ _____)
- ☐ Grant (Source/Type _____ Amount\$ _____)
- ☐ Impact Fees: (Amount\$ _____)
- ☐ Other (Source/Type _____ Amount\$ _____)

Department: Library
BAS APPROVED BY: Alicia Simon DATE 10/10/25
ENCUMBRANCE NUMBER: _____

RR/Library/jcm

ATTACHMENT #3

CONSULTANT SERVICES AUTHORIZATION #9

COLOMÉ & ASSOCIATES, INC.
(Continuing Architectural Consultant)

NEW HYPOLUXO BRANCH LIBRARY
PROJECT NO. P-2025-000197
DISTRICT NO. 4

THIS CONSULTANT SERVICES AUTHORIZATION (CSA) NO. 9 to the Contract dated 01/14/25 (R2025-0078) (the "Contract") between Palm Beach County, a political subdivision of the State of Florida, by and through its Board of County Commissioners and the Consultant identified herein is for the consultant services described in Item 4 of this CSA.

1. CONSULTANT: COLOMÉ & ASSOCIATES, INC., whose Federal Tax ID# is 65-0993244.

2. History: Not applicable. This CSA is for a new project.

3. Services completed to date: Not applicable. This CSA is for a new project.

4. Description of Services to be provided by Consultant: Professional services shall include conceptual design, site plan approval documents, construction/permitting documents, bidding, construction phase services as detailed on the attached proposal dated October 31, 2025. In the event of a conflict between the terms and conditions of the Contract and the terms and conditions of Consultant's proposal, the terms and conditions of the Contract shall control.

5. Compensation: The compensation to be paid to the Consultant for the requested services shall be: Lump Sum charge of \$360,472.84.

6. This CSA may be terminated, in whole or in part, by the County with or without cause in accordance with the Contract terms. In the event of termination not the fault of the Consultant, the Consultant shall be compensated for all services performed to termination date, together with reimbursable expenses (if applicable) then due in accordance with the Contract terms.

Consultant agrees to waive any and all claims for lost profits or anticipated future profits in the event of a termination with or without cause under this Contract.

7. If not previously provided or for a new project, the Consultant shall provide County with an executed Conflict of Interest Disclosure Form, attached hereto and incorporated herein.

8. All terms, conditions, and obligations of the original Contract, as amended, shall remain in full force and effect, unless specifically noted as follows:

The following sections are added to the Contract:

Section 8.7 of the Contract is hereby deleted in its entirety and replaced with the following:

8.7 NON-DISCRIMINATION.

The COUNTY is committed to assuring equal opportunity in the award of contracts and complies with all laws prohibiting discrimination. Pursuant to Palm Beach County Resolution R2025-0748, as may be amended, the CONSULTANT warrants and represents that throughout the term of the Contract, including any renewals thereof, if applicable, all of its employees are treated equally during employment without regard to race, color, religion, disability, sex, age, national origin, ancestry, marital status, familial status, sexual orientation, or genetic information. Failure to meet this requirement shall be considered default of the Contract.

As a condition of entering into this Contract, the CONSULTANT represents and warrants that it will comply with the COUNTY'S Commercial Nondiscrimination Policy as described in Resolution 2025-0748 as may be amended. As part of such compliance, the CONSULTANT shall not discriminate on the basis of race, color, national origin, religion, ancestry, sex, age, marital status, familial status, sexual orientation, disability, or genetic information in the solicitation, selection, hiring or commercial treatment of subcontractors, vendors, suppliers, or commercial customers, nor shall the CONSULTANT retaliate against any person for reporting instances of such discrimination. The CONSULTANT shall provide equal opportunity for subcontractors, vendors and suppliers to participate in all of its public sector and private sector subcontracting and supply opportunities, provided that nothing contained in this clause shall prohibit or limit otherwise lawful efforts to remedy the effects of marketplace discrimination that have occurred or are occurring in the COUNTY's relevant marketplace in Palm Beach County. The CONSULTANT understands and agrees that a material violation of this clause shall be considered a material breach of this Contract and may result in termination of this Contract, disqualification or debarment of the company from participating in COUNTY contracts, or other sanctions. This clause is not enforceable by or for the benefit of, and creates no obligation to, any third party. CONSULTANT shall include this language in its subcontracts.

9. Time of Commencement: Consultant shall begin work immediately on the requested services upon receipt of this executed document which shall constitute official **"Notice to Proceed"**.

10. EBO Program:

The API established for this contract is a mandatory minimum of 25% SBE participation. The Consultant in its contract committed to SBE participation of 99%. SBE participation for this CSA is 96.51%. When added to the Consultant's participation to date, the resulting SBE participation is 97.28%.

11. Emergency Ordinance. *The Contract and this CSA is subject to the County Emergency Ordinance 2025-014, approved by the Board of County Commissioners on June 3, 2025.*

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Project No.: P-2025-000197
Project Name: New Hypoluxo Branch Library

IN WITNESS WHEREOF, this CSA is accepted, subject to the terms and conditions of the
aforementioned Contract.

ATTEST:
MICHAEL A. CARUSO,
CLERK & COMPTROLLER

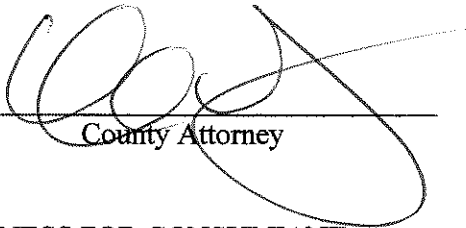
PALM BEACH COUNTY, FLORIDA,
Political Subdivision of the State of Florida
BOARD OF COUNTY COMMISSIONERS
(BCC)

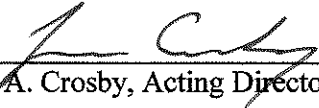
By: _____
Deputy Clerk

By: _____
Sara Baxter, Mayor

APPROVED AS TO
LEGAL SUFFICIENCY:

APPROVED AS TO TERMS
AND CONDITIONS:

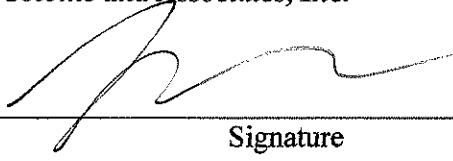
By:  _____
County Attorney

By:  _____
Jason A. Crosby, Acting Director - FD&O

WITNESS FOR CONSULTANT:

CONSULTANT:
Colomé and Associates, Inc.

 _____
Signature

 _____
Signature

DAVID MULLINS
Name (type or print)

ELIZABETH A. G. Colomé
Name (type or print)

PRESIDENT
Title

(Corporate Seal)



[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Profit Corporation
COLOME & ASSOCIATES, INC.

Filing Information

Document Number P00000028430
FEI/EIN Number 65-0993244
Date Filed 03/21/2000
State FL
Status ACTIVE

Principal Address

530 24TH STREET
WEST PALM BEACH, FL 33407

Changed: 04/20/2007

Mailing Address

530 24TH STREET
WEST PALM BEACH, FL 33407

Changed: 04/20/2007

Registered Agent Name & Address

COLOME, ELIZABETH PTSD
530 24TH STREET
WEST PALM BEACH, FL 33407

Name Changed: 02/26/2009

Address Changed: 04/20/2007

Officer/Director Detail

Name & Address

Title PTSD

COLOME, ELIZABETH A
305 28TH STREET
WEST PALM BEACH, FL 33407

Annual Reports

Report Year	Filed Date
2023	02/03/2023
2024	02/13/2024
2025	02/07/2025

Document Images

<u>02/07/2025 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/13/2024 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/03/2023 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/18/2022 -- ANNUAL REPORT</u>	View image in PDF format
<u>03/25/2021 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/18/2020 -- ANNUAL REPORT</u>	View image in PDF format
<u>04/05/2019 -- ANNUAL REPORT</u>	View image in PDF format
<u>03/08/2018 -- ANNUAL REPORT</u>	View image in PDF format
<u>03/17/2017 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/18/2016 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/23/2015 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/10/2014 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/11/2013 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/19/2012 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/06/2011 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/11/2010 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/26/2009 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/04/2008 -- ANNUAL REPORT</u>	View image in PDF format
<u>04/20/2007 -- ANNUAL REPORT</u>	View image in PDF format
<u>04/28/2006 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/04/2005 -- ANNUAL REPORT</u>	View image in PDF format
<u>01/07/2004 -- ANNUAL REPORT</u>	View image in PDF format
<u>02/21/2003 -- ANNUAL REPORT</u>	View image in PDF format
<u>07/19/2002 -- ANNUAL REPORT</u>	View image in PDF format
<u>05/15/2001 -- ANNUAL REPORT</u>	View image in PDF format
<u>03/21/2000 -- Domestic Profit</u>	View image in PDF format

Revised – October 31, 2025

Mr. Rocky Roque
Project Manger
Facilities Development & Operations Dept.
Palm Beach County Capital Improvements Division
2633 Vista Parkway
West Palm Beach, Florida 33411

Re: **PBC – Hypoluxo Branch Library Building**
(Site Plan / Design / Bidding / CA Phases)
Project No. P. 2025-000197.46
7200 South Federal Highway, Hypoluxo, Florida

Dear Mr. Roque:

Our Firm – Colomé’ & Associates, Inc. (Architect) – would like to thank you for the opportunity to provide Palm Beach County Facilities Development & Operations Department with this proposal for professional services for the proposed one-story 3,198 square foot Hypoluxo Branch Library building to be located 7200 South Federal Highway in Hypoluxo, Florida.

The project will be divided into two parts, Task A will consist of architectural site planning service documents and site plan approval with Town of Hypoluxo Planning and Zoning submission for the proposed 3,198 square foot one-story Library Branch building and site improvements; and Task B will consist of Florida Green Building Coalition documentation for a certifiable project, design, construction / permit documents and construction administration for the proposed new Library Branch building, new site drainage, parking, pedestrian site access, as described below.

The project will consist of providing professional services for design, site plan approval documents and application, construction / permit documents, cost estimating, bidding, and construction administration phases, for the scope of work describe above. The fees are based on the executed Annual Contract for Architectural Services R-2025-0078, PBC – Capital Improvements Division Policy and Procedures Manual for Design Professionals, latest edition (November 2024), meetings and information provided to our office by Palm Beach County Capital Improvements Division.

Phase – Task A:

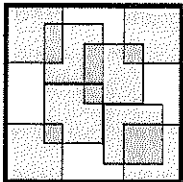
- Architectural Conceptual Design & Site Plan Approval Drawings

The Site Plan Approval drawings shall include architectural drawings of the proposed one-story Library building with material labeling, site plan, floor plan, and elevations of the proposed building, drainage statement, conceptual site engineering design plans, photometrics and related site components for full Site Plan Approval submission to Town of Hypoluxo Planning and Zoning Division. Also Included in this scope of services is pre-application meeting and coordination with our Site Planner Gentile, Glas, Halloway, O’Mahoney & Associates, Inc.

Phase – Task B:

- Design and Construction Documents

Based on the approved conceptual design plans submittal to be prepared by this office, provide working drawings and specifications, described in detail sufficient for construction, landscape and irrigation design, geotechnical engineering, civil engineering, structural engineering, mechanical, electrical, and plumbing engineering, and interior finish selection within the completed set of construction documents. Exterior furnishing shall be selected and purchased by Palm Beach County Libraries.



Colomé & Associates, Inc.

Florida Registration AA0003439

Architecture □ Planning □ Interiors

530 24th Street □ West Palm Beach, Florida 33407 □ Telephone: (561) 833-9147 □ Facsimile: (561) 833-9356 □ E-mail: colome@colome-arch.net



- Preparation and Permitting Submissions
 - Prepare and submit documents for permitting to the Town of Hypoluxo Building Department.
- Bidding
 - Assist Palm Beach County in preparation of addenda and respond to General Contractor's or Construction Manager's RFI's during Bidding process.
- Construction Administration
 - Make a minimum of one visit per week by the architect, engineer, or subconsultants to the site to observe the progress and quality of the executed work and to determine in general if the work is proceeding in accordance with the Contract Documents. The Architect / Engineer shall not be required to make exhaustive or continuous on-site inspections to check the quality of work, nor shall the Architect be responsible for the means, methods, techniques or procedures of construction selected by Contractor(s).
 - Review and approve the Contractor's shop drawings, or take other appropriate action, but only for the limited purpose of checking for conformance with information given and the design concepts expressed in the contract documents.
 - Review and respond to General Contractor's RFI's.
 - Prepare substantial and final punch list.
 - Prepare Final "As-Built" CAD files for owner based on general contractor's record drawings.
 - Expenses – The Architect and Design Professionals shall be paid for all expenses such as owner requested reproduction, postage and plotting expenses as an addition to the basic compensation at a stipulated lump sum of two thousand seven hundred seventy-five dollars and ninety-three (\$2,775.93) cents, which is included in the total professional services fee.
- Fees
- Conceptual Design / Site Plan Approval Documents, Construction / Permit Documents, Bidding, Construction Administration, and Expenses – Architectural, Landscape, Planning, Engineering, and Surveying Service Design: Fees for performing services as outlined above shall be based upon the stipulated lump sum of three hundred sixty thousand four hundred and seventy-two dollars and eighty-four (\$360,472.84) cents.

The schedule and estimated task completion is as follows:

- | | |
|---------------------------------------|----------------------------|
| • Geotechnical Report Phase | (6 weeks from PBC N.T.P.) |
| • Site Plan Approval Submission Phase | (8 weeks from PBC N.T.P.) |
| • 50% Construction Document Phase | (14 weeks from PBC N.T.P.) |
| • 95% Construction Document Phase | (10 weeks from PBC Review) |
| • Bidding Phase | (T.B.D.) |
| • Construction Administration Phase | (T.B.D.) |

Fee Breakdown:

<u>Geotechnical Report Phase</u>	<u>\$ 12,594.85</u>
<u>Site Plan Approval Phase</u>	<u>\$ 73,366.70</u>
<u>Design / Construction Document / C.A. Phase</u>	<u>\$271,735.36</u>
<u>Expenses</u>	<u>\$ 2,775.93</u>
Total Fee	\$360,472.84

Fee Breakdown per Discipline:


Architect: (Colome' & Associates)	\$ 156,746.24
M.E.P. Engineering: (Hammond & Assoc., Inc.)	\$ 49,015.73
Civil Engineering: (Civil Design, Inc.)	\$ 64,500.00
Structural Engineering (ONM&J, Inc.)	\$ 11,827.02
Landscape / Irrigation / Planning Design (2GHO, Inc.)	\$ 65,789.00
<u>Geotechnical Engineering (Tierra South Florida, Inc.)</u>	<u>\$ 12,594.85</u>
Total Professional services -	\$360,472.84

- Additional Services
 - Additional Services as requested by the Owner shall be on the Architectural and Engineering Hourly Basis as set forth in the executed Annual Contract for Architectural Service (R-2025-0078) or stipulated lump sum.
 - Items excluded from this professional services fee proposal:
 - The following items are not included as part of this professional services fee proposal: This proposal does not include the documentation or analysis of green or sustainable building components or measures incorporated into this design. If the documentation or analysis (including life cycle analysis) of this building is required to meet Florida Statutes 255.251-255.259, this service can be provided as an "Additional Services", LEED design services, Florida Green Building Coalition Certification or other Green Building Certification, Fees related to project applications, registrations, and permitting, asbestos studies or abatement related to demolition of existing building, environmental surveys, mechanical life cycle cost analysis, moisture consultant services, offsite improvements, fire sprinklers design, BDA system design, specialty signage or monitors, replacement of existing electrical FPL services, PBC Art in Public Place services, CCTV, Wireless Access points (WAP) systems design, A/V systems design, emergency power, public address system design, interior design services, acoustical design services, re-design as a result of value engineering, and conformance documents.

G24. FS558.0035. –PURSUANT TO FLORIDA STATUTE 558.0035, AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

Sincerely,

Elizabeth A. G. Colome' – Architect

Labor/Fee Estimate Summary (Colome & Associates, Inc.) - PALM BEACH COUNTY HYPOLUXO BRANCH LIBRARY											
Billing Rate:		\$ 159.72	\$ 156.41	\$ 106.92	\$ 116.57						
Labor Estimate (Hours)											
Task Description	Principal		Project Manager		Architect Drafting		Clerical		Labor Total	Expenses	Total
PBC Proj No P-2024-000723											
Task Description	Total	103	378	718	25.5				\$154,841.87	\$675.00	\$155,746.24
Architect Administration											
Contract Management	1	\$159.72	2	\$316.82		\$0.00	1	\$116.57	\$ 593.11		\$ 593.11
Kick Off Meeting	2	\$319.44	2	\$316.82		\$0.00		\$0.00	\$ 636.26		\$ 636.26
Field Work		\$0.00	2	\$316.82	2	\$213.84		\$0.00	\$ 530.66		\$ 530.66
Code Analysis	2	\$319.44	6	\$950.46		\$0.00		\$0.00	\$ 1,269.90		\$ 1,269.90
Design Coordination	2	\$319.44	6	\$950.46	6	\$641.52		\$0.00	\$ 1,911.42		\$ 1,911.42
Florida Green Building Design/Coordination	24	\$3,833.28	54	\$8,554.14	12	\$1,283.04	4	\$466.28	\$ 14,136.74		\$ 14,136.74
											\$19,078.09
Architectural Site Plan Approval Documents											
Architectural Site Plan Approval Drawings	6	\$958.32	14	\$2,217.74	52	\$5,559.84	1	\$116.57	\$8,852.47	\$ 100.00	\$ 8,952.47
Coordination of Planning Subconsultants	4	\$638.88	4	\$633.64	4	\$27.68		\$0.00	\$1,700.20		\$ 1,700.20
Town of Hypoluxo Planning & Zoning Review/Coordination Meetings	4	\$638.88	4	\$633.64		\$0.00		\$0.00	\$1,272.52		\$ 1,272.52
Incorporate Town of Hypoluxo Review Comments	4	\$638.88	8	\$1,267.28	24	\$2,666.08		\$0.00	\$4,472.24		\$ 4,472.24
											\$16,397.43
50% Construction Documents											
Architectural Drawings	8	\$1,277.76	18	\$2,851.38	192	\$20,526.64		\$0.00	\$24,657.78	\$ 100.00	\$ 24,757.78
Specifications	1	\$159.72	6	\$950.46	2	\$213.84	1	\$116.57	\$1,440.59	\$ -	\$ 1,440.59
Coordination of Subconsultants	1	\$159.72	4	\$633.64	6	\$41.52		\$0.00	\$1,434.88		\$ 1,434.88
Cost Estimates		\$0.00	6	\$950.46		\$0.00		\$0.00	\$950.46		\$ 950.46
PBC Review/Coordination Meetings	1	\$159.72	1	\$158.41	1	\$106.92		\$0.00	\$425.05		\$ 425.05
Incorporate PBC Review Comments	1	\$159.72	4	\$633.64	18	\$1,924.56		\$0.00	\$2,717.92		\$ 2,717.92
											\$31,726.66
95% Construction Documents											
Architectural Drawings	10	\$1,597.20	20	\$3,168.20	218	\$23,308.56		\$0.00	\$28,073.96	\$ 100.00	\$ 28,173.96
Specifications	1	\$159.72	8	\$1,267.28	3	\$320.76	1	\$116.57	\$1,864.33	\$ -	\$ 1,864.33
Coordination of Subconsultants	1	\$159.72	4	\$633.64	6	\$641.52		\$0.00	\$1,434.88		\$ 1,434.88
Cost Estimates		\$0.00	6	\$950.46		\$0.00		\$0.00	\$950.46		\$ 950.46
PBC Review/Coordination Meetings	1	\$159.72	1	\$158.41	1	\$106.92		\$0.00	\$425.05		\$ 425.05
Incorporate PBC Review Comments	1	\$159.72	4	\$633.64	18	\$1,924.56		\$0.00	\$2,717.92		\$ 2,717.92
											\$35,566.60
Permit Documents											
Architectural Drawings	8	\$1,277.76	12	\$1,900.92	32	\$3,421.44	1	\$116.57	\$5,716.69	\$ 100.00	\$ 5,816.69
Specifications	4	\$638.88	8	\$1,267.28	2	\$213.84	1	\$116.57	\$2,236.57	\$ -	\$ 2,236.57
Respond to Permit Review Comments	2	\$319.44	12	\$1,900.92	4	\$427.68	1	\$116.57	\$2,764.61	\$ -	\$ 2,764.61
Coordination of Subconsultants		\$0.00	2	\$316.82	2	\$213.84	1	\$116.57	\$647.23		\$ 647.23
											\$12,465.10
Bid Documents											
Bid RFI Review / Response	2	\$319.44	14	\$2,217.74	4	\$427.68	1	\$116.57	\$ 3,081.43		\$ 3,081.43
Coordination of Subconsultants	2	\$319.44	4	\$633.64	2	\$213.84		\$0.00	\$ 1,166.92		\$ 1,166.92
											\$4,248.35
Construction Administration											
RFI Review / Response	2	\$319.44	18	\$2,851.38	4	\$427.68	1	\$116.57	\$ 3,715.07		\$ 3,715.07
Submittal / Shop Drawing Review	2	\$319.44	18	\$2,851.38	4	\$427.68	2	\$233.14	\$ 3,831.64		\$ 3,831.64
Project Construction Meetings	2	\$319.44	62	\$9,821.42	2	\$213.84		\$0.00	\$ 10,354.70	\$ 200	\$ 10,554.70
Field Bulletins / CCP Reviews	1	\$159.72	20	\$3,168.20	2	\$213.84	2	\$233.14	\$ 3,774.90		\$ 3,774.90
Field Reports	1	\$159.72	4	\$633.64	1	\$106.92	1.5	\$174.86	\$ 1,075.14		\$ 1,075.14
Substantial Comp. Punch List	1	\$159.72	4	\$633.64	4	\$427.68	1	\$116.57	\$ 1,337.61		\$ 1,337.61
Final Completion Punch List	1	\$159.72	4	\$633.64	4	\$427.68	1	\$116.57	\$ 1,337.61		\$ 1,337.61
Close Out Documents		\$0.00	2	\$316.82		\$0.00		\$0.00	\$ 316.82		\$ 316.82
As-Builts		\$0.00	10	\$1,584.10	86	\$9,195.12	4	\$466.28	\$ 11,245.50	\$ 75	\$ 11,320.50
											\$37,263.99
Grand Total	103.00	\$16,451.16	378.00	\$59,879.98	718.00	\$76,768.56	25.50	\$2,972.54	\$156,071.24	\$675.00	\$156,746.24

Source: Colome & Associates, Inc.



Colome & Associates, Inc.
ARCHITECTURE PLANNING INTERIORS
Florida Registration #AA0009439
236 24th Street West Palm Beach Florida 33407
Phone: (561) 833-8127 Fax: (561) 833-9358

Multiplier is 2.97

P-2025-000197^{RR} New Hypoluxo Branch Library
Scope of Services and Fee Calculation dated June 9, 2025

1. Site Plan Phase.

- 1.1. Research and review available asbuilts and permit files for the site and adjacent areas.
- 1.2. Perform one site visit to confirm asbuilts and existing conditions.
- 1.3. Prepare preliminary drainage computations to estimated required improvements for drainage statement.
- 1.4. Prepare and furnish drainage statement for site plan approval.
- 1.5. Prepare and furnish conceptual engineering plans for site plan approval.
- 1.6. Site plan meeting attendance, comment responses, revision and resubmittal.
- 1.7. Review and provide input for PBC Resiliency Checklist including calcaution of future sea-level rise projection for facility to determine finished floor elevation.
- 1.8. Participate in FGBC meeting, checklist review and points determination process.

2. Construction Documents Phase Services.

- 2.1. Prepare final paving, grading and drainage plans and details for the project.
- 2.2. Prepare final potable water and sewer plans and details for the project.
- 2.3. Prepare final drainage report for permitting.
- 2.4. Meetings and project coordination.
- 2.5. Submit for and process utility and engineering permits/approvals for the project (fire, utility, FDoH, FDEP 10-2 No Notice, Town).
- 2.6. Review and respond to review comments relative to Consultant prepared documents.

3. Bid & Construction Phase Services.

- 3.1. Provide administrative services during construction (RFI review, shop drawing review, etc.).
- 3.2. Provide periodic site inspections (12 assumed @ 3 hrs each plus 1 hr PE review).
- 3.3. Review asbuilts and provide PBC required certification letter for permit close-out.
- 3.4. Prepare PBC CID record drawings at completion of project.

4. Assumptions and Exclusions.

- 4.1. The drainage analysis will determine the additional impervious areas being created by the project and offset those impacts via exfiltration trenches.
- 4.2. It is assumed that potable water will connect to the existing onsite/adjacent water service.
- 4.3. It is assumed that sanitary sewer will connect to the existing onsite/adjacent sewer service.
- 4.4. Additional civil permitting is excluded based on size of propeorty (i.e. FDEP, LWDD, etc.).

5. Fees. The fees for this request are calculated as follows:

 Service Driven Design ~ Engineered Results		Senior Engineer	Project Engineer		
Task		\$225.00	\$150.00	Hr Totals	Summary
01 Site Plan Phase Services					
1.1	Research and review files	2	4		1,050.00
1.2	Site Visit	3	3		1,125.00
1.3	Preliminary drainage computations	4	8		2,100.00
1.4	Drainage statement	2	4		1,050.00
1.5	Conceptual engineering plans	8	40		7,800.00
1.6	Site plan meeting attendance, comment responses, revision, resubmittal	8	16		4,200.00
1.7	PBC Resiliency Checklist and FFE calculations	4			900.00
1.8	FGBC meeting, checklist, points review	8			1,800.00
	Subtotals	39	75	114	20,025.00
02 Construction Document Phase Services					
2.1	Prepare final paving, grading and drainage plans and details	16	40		9,600.00
2.2	Prepare final potable water and sanitary sewer plans and details	8	16		4,200.00
2.3	Prepare final drainage report for permitting	4	8		2,100.00
2.4	Meetings and coordination	4	4		1,500.00
2.5	Utility and engineering permits/approvals	16	40		9,600.00
2.6	Review and respond to comments	8	16		4,200.00
	Subtotals	56	124	180	31,200.00
03 Bid & Construction Phase Services					
3.1	Admin services - Bid, RFIs, shop drawing review, etc.	4	8		2,100.00
3.2	Site inspections (12 total)	12	36		8,100.00
3.3	Certification letter & asbuilt review	2	8		1,650.00
3.4	Prepare record drawings	1	8		1,425.00
	Subtotals	19	60	79	13,275.00
	TOTALS	114	259	373	64,500.00

Design Professional Consulting Services Continuing Contract

Project No. 2025-000197 RIR

Fee Schedule

October 3, 2024

Hourly Rates:

Personnel Classification	Hourly Pay	Multiplier	Hourly Rate
1. Principal Engineer	\$95.00	3.00	\$285.00
2. Senior Engineer	\$75.00	3.00	\$225.00
3. Project Manager	\$70.00	3.00	\$210.00
4. Project Engineer.....	\$50.00	3.00	\$150.00
5. Engineer Intern	\$40.00	3.00	\$120.00

Multiplier Calculations:

Salary.....	1.00
Fringe Benefits	0.43
Overhead.....	1.31
Subtotal.....	2.74
Profit @ 12%	0.33
Total	3.07

Maximum Allowable Multiplier.....3.00

HAMMOND & ASSOCIATES

CONSULTING ENGINEERS

2300 Palm Beach Lakes Blvd, Suite 215M, West Palm Beach, Florida 33409 • (561) 689-0003 • hammondengineers.com

To: Joe Colome - Senior Project Manager, Colome & Associates, Inc.
From: Nate Hammond, P.E. - President, Hammond & Associates Consulting Engineers
Subject: Palm Beach County Hypoluxo Branch Library – MEP Fee Proposal
Date: June 9, 2025

Hammond & Associates is pleased to provide MEP Engineering Services for **Palm Beach County Hypoluxo Branch Library**. The scope of work will be a new 3,198 SF branch that includes children’s area, meeting space, restrooms, staff lounge and other ancillary spaces.

Our basic Services to cover this scope of work is as follows:

Phase 1

1. Support Site Plan approval with Palm Beach County
2. Design Site lighting system w/ photometrics for building site

Phase 2

3. Coordinate with Lighting Rep. and Power Supply Company
4. Design Electrical Lighting & Power
5. Design parking lot & Site lighting system w/ photometrics
6. Design the Fire Alarm System
7. Design a complete Sanitary and Water Piping Systems
8. Prepare Sanitary, Water and Storm Water Risers
9. Design HVAC Air Handling Systems
10. Design new ductwork system
11. Design Condensate and Auxiliary Drainage System for the AHU’s
12. Provide Fire Protection performance specification
13. Support the Florida Building Green Coalition Certification and design in accordance with checklist

All work provided under Mechanical, Electrical, Plumbing, and Fire Protection shall also include the following:

- a) The engineering calculations & construction documents shall be signed and sealed by a Professional Licensed Engineer
b) Make all review submittals as required by the Prime Contract.
c) Attend review meetings and incorporate review comments.
d) Obtain all approvals, permits, etc., from applicable Federal, State and Local agencies having jurisdiction for the construction of the project.

Our fee to provide the design services for **Palm Beach County Hypoluxo Branch Library** is summarized below which includes 2 site visits is provided in the fee breakdown below.

Design Fee Schedule	
Phase 1 - Site Plan Approval - Site Lighting Design	\$2,563.41
Phase 2 - 50% Construction Documents	\$11,097.80
Phase 2 - 95% Construction Documents	\$18,496.34
Phase 2 - Permit Construction Documents	\$7,398.54
Total Design Fee	\$39,556.09
Phase 2 - Construction Administration	\$9,459.64
Total	\$49,015.73

*Expenses are included in the above fee breakdown

Our **Construction Administration Services** for **Palm Beach County Hypoluxo Branch Library** will include:

- a) Review all pertinent shop drawings and maintain shop drawing log.
b) Provide two (2) site visits during construction is included to verify the installation follows the design documents.
c) Answer contractor’s RFIs, issue clarifications, etc., during the construction phase.
d) Prepare punch list prior to the issuance of substantial completion.

Phase 1 - Fee Breakdown - Design			
Position	Rate	Hours	Cost
Principal	\$189.93	1	\$189.93
Project Manager	\$112.77	2	\$225.54
Senior Engineer	\$112.77	4	\$451.08
Design Engineer	\$84.37	16	\$1,349.92
CAD Operator	\$62.40	4	\$249.60
Secretary	\$48.67	2	\$97.34
Total		29	\$2,563.41

Fee Breakdown - Design			
Position	Rate	Hours	Cost
Principal	\$189.93	16	\$3,038.88
Project Manager	\$112.77	40	\$4,510.80
Senior Engineer	\$112.77	20	\$2,255.40
Design Engineer	\$84.37	240	\$20,248.80
CAD Operator	\$62.40	80	\$4,992.00
Secretary	\$48.67	40	\$1,946.80
Total		436	\$36,992.68

Fee Breakdown - Construction Administration			
Position	Rate	Hours	Cost
Principal	\$ 189.93	8	\$1,519.44
Project Manager	\$ 112.77	16	\$1,804.32
Senior Engineer	\$ 112.77	8	\$902.16
Design Engineer	\$ 84.37	36	\$3,037.32
CAD Operator	\$ 62.40	4	\$249.60
Secretary	\$ 48.67	40	\$1,946.80
Total		112	\$9,459.64

Hourly Rates

Personnel Classification	Hourly Pay	Multiplier	Hourly Rate
Principal	76.92	2.469	189.93
Project Manager	45.67	2.469	112.77
Senior Engineer	45.67	2.469	112.77
Design Engineer	34.17	2.469	84.37
Senior Technician	32.69	2.469	80.72
CAD Operator	25.27	2.469	62.40
Secretary	19.71	2.469	48.67

Multiplier Calculations

Salary		1.000
Fringe Benefits		0.219
Overhead		1.000
Subtotal		2.219
Profit		0.250
Total Multiplier		2.469

DATE: June 9, 2025
TO: Joe Colome, Colome Architects
FROM: Emily M. O'Mahoney, PLA, FASLA
RE: PBC Hypoluxo Branch Library – Project No. 2025-~~000197~~^{R.R.} 2GHO 25-0601

Mr. Colome':

Pursuant to your request, 2GHO is pleased to provide the following scope of services for Planning, Landscape Architecture (planting and irrigation design), and construction documentation including Florida Green Building and construction administration for the proposed PBC Hypoluxo Branch Library.

Project Number: 2025-~~000197~~^{R.R.}

Scope of Work:

The Consultant agrees to provide planning and landscape architectural services to the Client (Palm Beach County) through Colome & Associates, In. as more fully described in the Scope of Work, and the Client agrees to compensate the Consultant for those services under the terms of this Agreement and the Annual Contract with Palm Beach County.

PHASE 1

TASK 1: SCHEMATIC DESIGN & SITE PLAN SUBMITTAL

- A. **CONCEPTUAL SITE & LANDSCAPE DESIGN:** The Consultant shall prepare Conceptual Design Plan(s) of the subject property based upon the Owner program and the defined architectural form, site constraints, cultural conditions and professional design expertise. Said plans shall delineate all hardscape elements including paving areas, landscape walls and fences as well as the existing plant material and the proposed landscape plant massing and trees to convey, in a general manner, the landscape design concept as envisioned by the Consultant and required by code. These plans shall be presented to the Owner at which time comments and changes will be incorporated into the submittal site and landscape plans. *Since the project will be seeking FGBC certification, the landscape design and material selection will be closely reviewed at this level to assure maximum points can be obtained further down the road. The Consultant will advise the Architect if there are any site plan options that could achieve more points as pertains to site features.*
- B. **DESIGN DEVELOPMENT | SUBMITTAL DOCUMENTS:** The Consultant shall prepare Design Development documents based upon the Client approval of the Conceptual/Schematic Design. Documents will include site plan application package with site plan package and 100% code required landscape plan and tree determination plan if required. The County, through a due diligence process, has presented the challenges of the property redevelopment to the Town Council early this year. *ASSUMPTION: The Hypoluxo Town Council will waive setback requirements for a new building which does not exceed the height requirements in this case.*
- C. **SUBMITTAL:** The following items will be prepared by the Consultant at a level required by the Town of Hypoluxo

1907 Commerce Lane, Suite 101, Jupiter, Florida 33458 ■ 561-575-9557 ■ 2GHO.com

for site plan review.

1. Assist the Owner and Architect in preparing a site development plan if required based upon the Owner provided program delineating all site features as required for the application for site plan review, including up to one (1) revision of the site plan and/or landscape plan if applicable, after submission to the Town of Hypoluxo. This portion of the contract includes a maximum of two (2) submittals (initial and one (1) revision), all subsequent submissions may be subject to additional services. All other major modifications requested by the Owner after the initial submission that are substantial changes to the program and site plan including the coordination of other consultants work and adjustments shall incur additional services.
 2. A one hundred percent code compliant landscape plan delineating proposed plantings as required by the application for site plan review.
 3. A tree disposition plan for all the existing trees on site. None are expected at this time.
 4. Assist the Client with the preparation of application forms for site plan as necessary.
 5. Assist the Client in coordination of other client-contracted consultants required for this application submittal and re-submittal.
 6. Preparation of final site and landscape plan after approval by the Town of Hypoluxo.
 7. *ASSUMPTION: Additional waivers / variances to other than the setbacks noted may require additional services.*
- D. MEETINGS/PUBLIC HEARINGS/PRESENTATIONS: The Consultant shall prepare for, attend and represent the Owner at the following meetings, as required. *ASSUMPTION: The following assumes there is no need for a Preliminary Development Plan hearing and that only a Final Development Plan Hearing will be required.*
1. One (1) Planning & Zoning Public Hearing
 2. One (1) Town Council Public Hearings for the Final Development Plan Combined

Preparation, in consultation with the Owner, of presentation graphic materials including color site plan, typical sections and perspectives will be considered reimbursable expenses. Development of a PowerPoint presentation is also considered reimbursable expenses.

DELIVERABLES:	Design Development level drawings with 100% code landscape Site Plan with Tabular Information Submittal Application package One - Resubmittal with responses to comments Meetings and Public Presentations
FIXED FEE:	\$33,647.00 including reimbursable expenses
SCHEDULE:	6 Weeks for Submittal Package preparation. Processing: 4 month minimum.

PHASE 2
TASK 2: CONSTRUCTION DOCUMENTATION

- A. FINAL LANDSCAPE PLAN: The Consultant shall prepare a Final Landscape Construction Drawing for said project at a scale to be determined by the Consultant. The document shall delineate and locate all proposed and existing landscape plantings reflecting all the proposed and existing site engineering. The plan shall be suitable for construction of the proposed landscape design. Said Landscape plans, based upon the approved site plan submittal, shall delineate the proposed planting in detail and will include type, size, spacing and Florida grade of all plants at the time of planting. The design will conform to applicable agencies and be suitable for bidding. It will be submitted to the Owner for a final review and comment.
- B. LANDSCAPE LIGHTING DESIGN: The Consultant shall assist in the location and selection of parking lot lighting fixtures and pedestrian fixtures outside of building mounted fixtures. Drawing shall specify and locate all proposed light fixtures including but not limited to area and path lighting, etc. Required electrical permit drawings are not included in this contract. Electrical and/or Permit drawings shall be prepared by a Licensed Electrical engineer.

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Proposal.docx

- C. IRRIGATION DESIGN: The Consultant shall prepare an Irrigation Plan for the proposed design. Drawing shall specify and locate all proposed irrigation heads and zones including the associated pumps and controllers.
- D. FLORIDA GREEN COMMERCIAL BUILDING CERTIFICATION STANDARD: The Consultant shall assist the Team in preparing documentation to support points in the FGBC rating system. The Consultant will assist in the area of water conservation and heat island reduction through type of irrigation or lack thereof, type and location of vegetation, elimination/reduction of sodded areas, water collection for irrigation and other ideas which might come to light during Team design development meetings.

DELIVERABLES:	50% Construction Documents 90% Construction Documents 100% Construction Documents Twelve (12) Team Meetings Associated Cost Estimates FGBC support work, calculations, and drawing modifications as needed
FIXED FEE:	\$20,714.25 including reimbursable expenses
SCHEDULE:	Based upon Architect's schedule

TASK 3: CONSTRUCTION ADMINISTRATION

- A. CONSTRUCTION ADMINISTRATION: The Consultant shall provide construction administration services as follows:
 - a. Review of all shop drawings
 - b. Initial Landscape Contractor meeting
 - c. Review and certification of all trees prior to planting at site for conformance to Florida #1 grade of material limited to 2 site visits.
 - d. Substantial Completion walk-throughs and punch lists limited to 1 phase.
 - e. Final Inspection and Certification of completion and compliance of the landscape job to the Town and the Owner limited to 1 phase.
 - f. OAC Meetings limited to 18 hours
 - g. Site observation during construction up to 2 visits if needed by the General Contractor for hardscape or landscape issues.

DELIVERABLES:	Attend OAC meetings – virtual One (1) Initial Landscape Contractor Site Kickoff Meeting Provide Site Observation services (2 site visits) Provide Substantial and Final landscape and irrigation inspection services Provide Shop Drawing Review
FIXED FEE:	\$11,427.75 including reimbursable expenses
SCHEDULE:	As needed for permits or construction and/or as directed by the Owner or Architect

Total Contract amount **\$65,789.00 Fixed Fee**

TERMS AND CONDIITIONS

Terms and Conditions pursuant to Design Professional Consulting Services Continuing Services Contract R2025-0078 ² With Palm Beach County.
R.P.

PBC Hypoluxo Beach Library
EXHIBIT "A"
COMPENSATION

CLIENT: Palm Beach County
PBC Project No. 2025-000197 RR
PBC Project Name - PBC Hypoluxo Branch Library

2GHO PROJECT NO. 25-0601
06.10.25

	Principal Landscape Architect	Project Manager (Landscape Architect)	Sr. Landscape Architect	Landscape Architect	Sr. Landscape Designer	Landscape Designer	CADD Tech Senior	Arborist	Sr. Planner	Planner	Planning Technician	Admin/ Clerical				
WORK ELEMENT																
Hourly Rate:	\$235.00	\$195.00	\$145.00	\$119.22	\$110.00	\$90.00	\$99.33	\$110.00	\$127.44	\$115.35	\$99.33	\$57.00	SUBTOTALS	Reimbursables	TOTALS	
PHASE 1																
Task 1 -Site Plan Design Development	5.0	52	5		45		58		60		10	8	\$31,846.84	\$1,800.16	\$33,647.00	
PHASE 2																
Task 2 - Construction Documentation	2	42	36		38		25					3	\$20,714.25		\$20,714.25	
Task 3 - Construction Administration	1	26	3		42		6					3	\$11,126.98	\$300.77	\$11,427.75	
TOTAL Hours	8.0	120.0	44.0	0.0	125.0	0.0	89.0	0.0	60.0	0.0	10.0	14.0	470.00			
FEE Estimate	\$1,880.00	\$23,400.00	\$6,380.00	\$0.00	\$13,750.00	\$0.00	\$8,840.37	\$0.00	\$7,646.40	\$0.00	\$993.30	\$798.00	\$63,688.07	\$2,100.93	\$65,789.00	

SUBTOTAL SERVICES	\$63,688.07
SUBTOTAL ESTIMATED EXPENSES	\$2,100.93
TOTAL PROJECT COST	\$65,789.00

George G. Gentile, PLA • Emily M. O'Mahoney, PLA • M. Troy Holloway, PLA • Dan Siemsen, PLA • Dylan Roden, PLA

P-2025-000 *a7 p.k.*
Rates

October 2024

Personnel Classifications	Raw	Multiplier	PBC P- 2024-006256
Principal Landscape Architect	\$78.33	3	\$235
Project Manager (Landscape Architect)	\$65.00	3	\$195
Senior Landscape Architect	\$48.33	3	\$145
Landscape Architect	\$39.74	3	\$119.22
Senior Landscape Designer	\$36.67	3	\$110
Landscape Designer	\$30.00	3	\$90
CADD Tech Senior	\$33.11	3	\$99.33
Arborist	\$36.67	3	\$110
Senior Planner	\$42.48	3	\$127.44
Planner	\$38.45	3	\$115.35
Planning Technician	\$33.11	3	\$99.33
Admin/Clerical	\$19.00	3	\$57

June 11, 2025

Joe Colome
Colome & Associates, Inc.
530 24th Street
West Palm Beach, FL 33407

Re: **#2025-000199 RL** New Hypoluxo Branch Library
Palm Beach, FL
Project No.: 271.226

We are pleased to submit the following proposal for Consulting Structural Engineering Services for the subject project. Our proposal is based on information supplied by your office. This project consists of the structural design and drafting of a one-story 3,200 sq. ft. library.

Our services during the construction document phase will include the following:

1. Preparation of structural drawings, which will be signed and sealed for building permit application.
2. Building Department review comment response to obtain the building permit.

Our services during construction administration phase will include the following:

1. Review of structural submittals only for their general conformance with the design concept of the project.
2. Make up to 1 field visit/meeting to the site during construction when requested by the client.
3. Responding to the Building Department or construction questions.

Our base fee for these services will be broken down as follows:

Construction Documents	\$ 9,293.00
Construction Administration	\$ 2,534.02
Total	\$11,827.02

If field visits during construction are required, they will be billed at \$400.00 per visit, plus expenses, but only if requested by the client.

Construction Administration assumes a 4-month construction schedule. Request for substitutions, repair details, design changes, modifications due to existing conditions, or value engineering can be provided hourly or as a lump sum and is not part of Construction Administration.

Construction Administration includes one submittal review and a 2nd courtesy review. If a third or more review is required, it will be an additional service.

Early release structural drawings require two (2) permitting processes and are not included in our base fee.

We assume the structure is located above the floodplain. Hydrostatic slab design is not included in our base fee.

We will invoice for the expense of all printing. Reimbursable expenses such as air travel, mileage to and from the job site and Federal Express unless the client or time restraints require a courier service, will be invoiced with a multiplier of 1.2.

This proposal is valid for six (6) months from the date issued. If work is stopped for more than three (3) months, additional fees will be required to restart the project. Additional services beyond the scope of this proposal may be provided on a flat fee basis or on an hourly basis.

Our hourly rates are as follows:

RATE SCHEDULE

Principal	\$198.88/ hour
Project Manager	\$167.47/ hour
Senior Engineer	\$136.06/ hour
Project Engineer	\$125.61/ hour
CADD Operator	\$ 91.16/ hour

The prevailing rates and contract amount shall be effective on January 1, 2025, and are expected to remain as stated through December 31, 2025. Should circumstances require an adjustment to these rates prior to December 31, 2025, 30 days written notification shall be submitted in advance of the effective date of the change.

Payment is due upon receipt of services.

Contract Terms:

1. A Geotechnical Engineer will be retained by others and we will coordinate our foundation design with his findings.
2. **A conventional spread footing foundation system will be used. If deep foundations, grade beams or structurally supported slabs are required, we will increase the fee accordingly.**
3. Design of sheathing, shoring, scaffolding, formwork and other means and methods of construction will be provided by engineers retained by the contractors.
4. Our fee will be increased for revisions of design or drawings to suit changes after work is released for pricing or permits.
5. Miscellaneous iron items such as stairs, ladders, catwalk and railings will be designed and signed and sealed by the fabricator's engineer and reviewed by O'Donnell, Naccarato, Mignogna & Jackson, Inc.
6. Services related to mold, asbestos materials, detection, modification or process scope of work is specifically excluded and not provided by ONM&J.
7. The scope of services for this project does not include any other structural work in the existing building **including engineering to repair unforeseen problems with the existing structure or to upgrade the existing structure to meet current building codes.**
8. The scope of services for this project does not include delegated shop drawings of specialty engineering items such as heavy timber, wood trusses, precast concrete, MEP roof top equipment attachments, light poles, or aluminum framing. We will provide performance specifications only for any cold-formed steel framing where required at the exterior walls and soffits. We will require signed and sealed delegated shop drawings and calculations from the cold-formed steel contractor's engineer. If the cold form designer requests additional structural steel for the purpose of reducing cost or complexity of exterior curtain wall system, this will be considered value engineering and will be treated as an additional service.

PURSUANT TO F. S. 558, AN INDIVIDUAL EMPLOYEE OR AGENT MAY NOT BE HELD INDIVIDUALLY LIABLE FOR NEGLIGENCE.

Our base fee does not include reinforcing/changing existing walls, foundations, columns, beams, or roof structure for change of occupancy, or other code necessities that require upgrading the building to meet increased envelope wind pressures.

Structural elements are not water resistant. Water proofing, roofing and envelope water resistance scope of work is specifically excluded and not provided by ONM&J.

If the Client requests in writing that our firm provide any specific construction phase services and if our firm agrees in writing to provide such services, then we shall be compensated as Additional Services as provided for in this contract.

In the event of a claim of breach of contract or professional negligence the client agrees that the liability of O'Donnell, Naccarato, Mignogna & Jackson, Inc. and its professionals, employees, consultants and inspectors is limited to the amount of the fee or applicable limits of professional liability insurance, whichever is lesser.

Per Terms and Conditions of Prime Contract

The General Contractor is solely responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work. O'Donnell, Naccarato, Mignogna & Jackson, Inc. and its professionals, inspectors and employees are not responsible for the means and methods of construction or for related safety precautions and programs.

Payment for services is your direct obligation and is not contingent upon any other payment schedules pursuant to other contracts or financial arrangements. If payment is not received within 30 days of your receiving our invoice, you agree to actively participate with us in our efforts to collect our fee directly from your client. Also, we have the option to cease providing services during that time and we cannot be held responsible for costs generated by our work stoppage.

Please call if you have any questions or if additional information is required. Kindly indicate your acceptance by signing and returning this document within ten (10) days. Should this document not be executed and returned to us, all parties acknowledge and agree that "authorization to proceed" through any other means constitutes formal acceptance of all terms and conditions contained herein.

O'DONNELL, NACCARATO, MIGNOGNA & JACKSON, INC.

Elliot Popper, P.E.
Project Manager

EP/avl

ACCEPTED BY _____ DATE_____

PRINT NAME _____ TITLE_____



#2025-000177 RR. Hypoluxo Branch Library					ONM&J Project No.: 271.226
Fee Breakdown - Attachment "A"	CADD Operator	Project Engineer	Project Manager	Principal	
	\$ 91.16	\$ 125.61	\$ 167.47	\$ 198.88	Total
Construction Documents	35	27	15	1	\$ 9,293.00
Construction Administration	10	6	4	1	\$ 2,534.02
					\$ -
Sub Total	\$ 4,102.20	\$ 4,145.13	\$ 3,181.93	\$ 397.76	\$ 11,827.02
TOTAL PROJECT FEE					\$ 11,827.02



ONM&J
1655 Palm Beach Lakes Boulevard, Suite 204
West Palm Beach, FL 33401
P: (561) 835-9994
jgonzalez@onmj.net

Design Professional Consulting Services Continuing Contract
#2025-000197 Colome' & Associates, Inc.

PBC Fee Schedule		
	Raw Rate	Burdened Rate
Principal	\$ 70.03	\$ 198.88
Project Manager	\$ 58.97	\$167.47
Senior Engineer	\$ 47.91	\$ 136.06
Project Engineer	\$ 44.23	\$ 125.61
CADD Operator	\$ 32.10	\$ 91.16

MULTIPLIER CALCULATIONS:

Salary.....	1.00
Overhead & Fringe.....	1.54
Subtotal.....	2.54
Profit 12%.....	0.30
Total (Multiplier).....	2.84



Revised October 29, 2025
June 2, 2025

Colome' & Associates, Inc.
530 24th Street
West Palm Beach, Florida 33407

Attn: Joe O. Colome', Senior Project Manager
Email: jcolome@colome-arch.net

RE: **Proposal for Geotechnical Services**
Proposed Hypoluxo Library
7200 Federal Highway, Hypoluxo, Florida
TSFGEO Proposal No. 2506-326

Dear Joe:

TSFGEO is pleased to transmit our geotechnical services proposal for the above-referenced project. Based on our understanding of this project, the proposed construction will consist of a new 3,198 square feet, one-story CMU building. The site will require about 4 feet of fill to achieve design grade. This proposal includes an outline of our proposed scope of work, an estimate of the total fees, and our anticipated schedule for completion of the work.

PROPOSED SCOPE OF WORK

Based on our understanding of the project, the following field testing will be performed:

Table 1 – Proposed Field Testing	
Location	Proposed Services
Building	- Two (2) Standard Penetration Test (SPT) borings to a depth of 20 feet
Driveway/Parking	- Four (4) Auger borings to a depth of 6 feet
Percolation Test	- Two (2) Percolation tests

Prior to drilling at the project site, TSFGEO will notify the local utility companies and request that underground utilities be marked (Sunshine State One Call). **Our experience, however, is that the utility companies will not mark privately owned utilities. Our proposal assumes that the Client will locate private utility lines, if any, in the field or clear boring locations of utility conflicts prior to mobilization of the drill rig. TSFGEO can recommend a utility line locating service upon request. Selective clearing will be performed by others in order to clear a path to the boring locations. An approximate estimate for site clearing has been provided for budgeting purposes as part of this proposal.**

Upon completion of the field exploration, some laboratory testing and visual classifications will be performed on selected samples.

The results of all drilling and laboratory testing will be evaluated by a geotechnical engineer. A report will be issued that contains the exploration data, a discussion of the site and subsurface conditions, and foundation recommendations, along with some construction considerations.

ESTIMATED FEES

It is proposed that the fee for the performance of the services outlined above is determined on a unit fee basis and that the work be performed pursuant to TSFGeo's General Conditions enclosed herewith and incorporated into this proposal. Our fees for the above scope of work will be **\$12,594.85.**

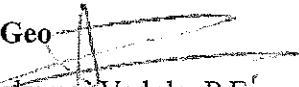
The above estimate assumes that the site is open and accessible to our track-mounted drill rig. Our estimate covers the work needed to provide drilling services and geotechnical report. Not included are reports, reviews of foundation drawings, preparation of construction specifications, special conferences and any other work requested after submittal of our report.

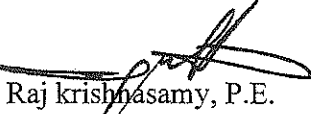
SCHEDULE AND AUTHORIZATION

TSFGeo will proceed with the work after receipt of a signed copy of this proposal. With our present schedule, we can commence work within a few days of project approval (weather permitting and permit approval) and after utilities have been cleared. The fieldwork is expected to take about 2 days to complete. The test results can be submitted about 4 weeks after completion of the field exploration. Verbal preliminary recommendations can be made to appropriate parties prior to submittal of the written report.

We at TSFGeo appreciate the opportunity to submit this proposal and look forward to working with you on this project. If you should have any questions concerning our proposal, please contact our office.

Respectfully submitted,

TSFGeo

Ramakumar Vedula, P.E.,
Principal Engineer


Raj Krishnasamy, P.E.
Principal Engineer

Attachments: General Conditions
Fee Schedule

AUTHORIZED BY:	INVOICE TO:
Name:	Firm:
Title:	Name:
Date:	Address:
	Phone :

TSFGeo's General Conditions

1. **SCOPE OF WORK** - Work means the specific geotechnical, analytical, testing or other service to be performed by Tierra South Florida, Inc. (TSFGeo) as set forth in TSFGeo's proposal. Client's acceptance of the scope of work and these General Conditions. Additional work ordered by Client shall also be subject to these General Conditions. "Client" refers to the person or business entity ordering the work to be done by TSFGeo. Client shall communicate these General Conditions to each and every third party to whom Client transmits any part of TSFGeo's work. TSFGeo shall have no duty or obligation to any third party greater than that set forth in TSFGeo's proposal, Client's acceptance of TSFGeo's proposal and these General Conditions. The ordering of work from TSFGeo, or the reliance on any of TSFGeo's work, shall represent acceptance of the terms of TSFGeo's proposal and these General Conditions, regardless of the terms of any subsequently issued document.
2. **RIGHT-OF-ENTRY** -The client will provide right-of-entry for TSFGeo and all necessary equipment in order to complete the work. While TSFGeo will take all reasonable precautions to minimize any damage to the property, it is understood by Client that in the normal course of work some damage may occur; the correction of which is not part of this agreement.
3. **DAMAGE TO EXISTING MAN-MADE OBJECTS** -The Client, will provide the location of all underground utilities or obstructions to TSFGeo who, in the prosecution of their work, will take all reasonable precautions to avoid damage or injury to any such subterranean structure or utility. The Owner agrees to hold TSFGeo harmless for any damages to subterranean structures which are not called to TSFGeo's attention and correctly shown on the plans furnished and will reimburse TSFGeo for any expenses in connection with any claims or suits including reasonable attorney fees at the trial and appellate levels.
4. **IN-PLACE MATERIALS TESTING** - TSFGeo will not be responsible for repair or damage to portions of structures designated for in-place materials testing. Repairs can be made for aesthetic reasons if requested in advance of the work to be performed. The cost for labor and materials would be charged.
5. **SAMPLE RETENTION** - TSFGeo will retain all soil and rock samples obtained for geotechnical explorations for 30 days. Samples subjected to Construction Materials and Laboratory testing are disposed of subsequent to testing. Further storage or transfer of samples can be made at Client's expense upon written authorization.
6. **DEFINITION OF RESPONSIBILITY (OBSERVATION SERVICES)** - The presence of our field representative will be for the purpose of providing observation and field testing. Our work does not include supervision or direction of the actual work of the contractor, his employees or agents. The contractor for this project should be so advised.
 - 6.1. The Contractor should also be informed that neither the presence of our field representative or the observation and testing by our firm shall excuse him in any way for defects discovered in his work. It is understood that TSFGeo will not be responsible for the Contractor's job or site safety on his project. That will be the sole responsibility of the contractor.
7. **STANDARD OF CARE** -Service performed by TSFGeo under this Agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other warranty, expressed or implied, is made.
 - 7.1. Client recognizes that subsurface conditions may vary from those encountered at the location where borings, surveys or explorations are made by TSFGeo and that the data, interpretations and recommendations of TSFGeo are based solely on the information available to it. TSFGeo shall not be responsible for the interpretation by others of information developed.
8. **ORAL AGREEMENTS** -No oral agreement, guarantee, promise, representation or warranty shall be binding.
9. **OWNERSHIP OF DOCUMENTS** -All reports, boring logs, field data and notes, laboratory test data, calculations, estimates and other documents prepared by TSFGeo, as instruments of service, shall remain the property of TSFGeo until final payment is received and a letter of copyright transfer been executed.
10. **BASIS OF PAYMENT** -Payment is due within 30 days of date of invoice. Payments not made when due shall bear interest at eighteen (18) percent annum or at the maximum rate allowed by law from the date of the invoice until same is paid.
 - 10.1. If the Client fails to make any payment due to TSFGeo for service and/or expenses within 30 days of date of invoice, TSFGeo may, after giving seven days' written notice to Client, suspend services until all outstanding amounts have been paid to TSFGeo in full. Further, TSFGeo may, in addition to withholding services, or singularly, withhold reports, plans and other documents not paid in full by the Client. In the event that final payment for completed work is not made, TSFGeo shall request that all copyrighted documents which were submitted to client be returned and all information used in project plans be removed from project documents.
 - 10.2. In the event it is necessary to take legal action to effect collection, whether or not litigation is commenced, the Client agrees to reimburse TSFGeo for expenses in connection with any claims or suits, including reasonable attorney's fees, including but not limited to the trial and appellate levels.
 - 10.3. This contract shall be governed by the laws of the State of Florida.
11. **CONSTRUCTION REVIEW** - TSFGeo cannot accept responsibility for any design work unless the work includes services for construction review to determine whether or not the work performed is in substantial compliance with TSFGeo's conclusions and recommendations.
12. **INDEMNIFICATION** -TSFGeo agrees to hold harmless and indemnify Client from and against liability arising out of TSFGeo's negligent performance of the work. Client agrees to indemnify and hold TSFGeo harmless from all liability including all costs, attorney's fees and expenses of defense for any claims by any other person or corporation which may arise out of the performance or breach of this contract for which TSFGeo was not solely negligent.
13. **LIMITATION OF LIABILITY** -The Client/Owner agrees to limit TSFGeo's liability for negligent professional acts, errors or omissions, such that the total aggregate liability of TSFGeo shall not exceed \$50,000 or the total fee for the services rendered on this project, whichever is greater. The Owner further agrees to require the contractor and his subcontractors a similar limitation of liability suffered by the contractor or the subcontractors arising from TSFGeo's negligent professional acts, errors or omissions.
 - 13.1. If Client prefers to have higher limits on professional liability, TSFGeo agrees to increase the limits up to a maximum of \$1,000,000 upon Client's written request at the time of accepting our proposal provided that Client agrees to pay an additional consideration of 5 percent of our total fee. The additional charge for the higher liability limits is because of the greater risk assumed and is not strictly a charge for additional professional liability insurance.
14. **INSURANCE** -TSFGeo represents that it and its agents, staff and consultants employed by it are protected by Worker's Compensation insurance and Employer's Liability Insurance in conformance with applicable state laws. TSFGeo has such coverage under public liability and property damage insurance policies that TSFGeo deems to be adequate. A Certificate of Insurance can be supplied evidencing such coverage upon request.
 - 14.1. Within the limits and conditions of such insurance, TSFGeo agrees to indemnify and save client harmless from and against any loss, damage or liability arising from any negligent acts by TSFGeo, its agents, staff and consultants employed by it. TSFGeo shall not be responsible for any loss, damage or liability beyond the amounts, limits and considerations of such insurance. TSFGeo shall not be responsible for any loss, damage or liability arising from any acts by clients, its agents, staff and other consultants employed by it.
 - 14.2. Cost of the above coverage is included in our quoted fees. If additional coverage or increased limits of liability are required, TSFGeo will endeavor to obtain the requested insurance and charge separately for costs associated with additional coverage or increased limits.
15. **TERMINATION** -This agreement may be terminated by either party upon seven days written notice in the event of substantial failure by the other party to perform in accordance with the terms thereof. Such termination shall not be effective if the substantial failure has been remedied before expiration of the period specified in the written notice. In the event of termination, TSFGeo shall be paid for services performed to the termination notice date plus reasonable termination expenses.
 - 15.1. In the event of termination or suspension for more than three months, prior to completion of all reports contemplated by this Agreement, TSFGeo may complete a report on the services performed to the date of notice of termination or suspension. The expenses of termination or suspension shall include all direct costs for TSFGeo in completing such analyses, records and reports.
16. **CLIENT'S OBLIGATION TO NOTIFY TSFGeo** - Client represents and warrants that it has advised TSFGeo of any known or suspected hazardous materials or conditions, utility lines and pollutants at any site at which TSFGeo is to do work hereunder, and unless TSFGeo has assumed in writing the responsibility of locating subsurface objects, structures, lines or conduits, Client agrees to defend, indemnify and save TSFGeo harmless from all claims, suits, losses, costs and expenses, including reasonable attorney's fees as a result of personal injury, death or property damage occurring with respect to TSFGeo's performance of its work and resulting to or caused by contact with subsurface or latent objects, structures, lines or conduits where the actual or potential presence and location thereof were not revealed to TSFGeo by Client.
17. **HAZARDOUS MATERIALS** -This agreement shall not be interpreted as requiring TSFGeo to assume the status of an owner, operator, generator, storer, transporter, treater or disposal facility as those terms appear within RCRA or within any Federal or State statute or regulation governing the generation, transportation, treatment, storage and disposal of pollutants.

Initial _____

Per Terms & Conditions of Prime Contract

	Unit	# of Units		Unit Price		Total
I. FIELD INVESTIGATION						
Mobilization of Men and Equipment						
Truck-Mounted Equipment	Trip	2	\$	450.00	\$	900.00
Support Vehicle	Trip	3	\$	150.00	\$	450.00
Standard Penetration Test Borings (By Truck-Mounted Equipment)						
0 - 50 ft depth	L.F.	40	\$	14.00	\$	560.00
50 - 100 ft depth	L.F.	0	\$	16.00	\$	0.00
Grout-Seal Boreholes (By Truck-Mounted Equipment)						
0 - 50 ft depth	L.F.	40	\$	7.00	\$	280.00
50 - 100 ft depth	L.F.	0	\$	8.00	\$	0.00
Casing Allowance (By Truck-Mounted Equipment)						
0 - 50 ft depth	L.F.	40	\$	8.00	\$	320.00
50 - 100 ft depth	L.F.	0	\$	10.00	\$	0.00
Auger Borings	L.F.	24	\$	12.00	\$	288.00
Percolation Test	Test	2	\$	450.00	\$	900.00
Double Ring Infiltration Tests (DRIT)	Test	0	\$	850.00	\$	0.00
II. LABORATORY TESTING						
Natural Moisture Content Tests	Test	3	\$	25.00	\$	75.00
Full Grain-Size Analysis	Test	4	\$	80.00	\$	320.00
Grain-Size Analysis - Single Sieve	Test	3	\$	55.00	\$	165.00
Organic Content Tests	Test	3	\$	50.00	\$	150.00
Corrosion Series (pH, sulfates, chlorides, resistivity)	Set	1	\$	195.00	\$	195.00
III. FIELD ENGINEERING AND TECHNICAL SERVICES						
Site Recon./Utility Coordination						
Technician	Hour	15	\$	105.00	\$	1,575.00
IIIA. ENGINEERING AND TECHNICAL SERVICES						
Principal Engineer	Hour	4	\$	274.05	\$	1,096.20
Senior Geotechnical Engr	Hour	8	\$	245.19	\$	1,961.52
Engineer, P.E.	Hour	10	\$	237.99	\$	2,379.90
Draftsperson	Hour	7	\$	139.89	\$	979.23
TOTAL FEE FOR GEOTECHNICAL SERVICES					\$	12,594.85

TITLE: Design Professional Professional Continuing Services Contract
COUNTY PROJECT NUMBER: PBC 2025-002197 *RR*

FEE SCHEDULE for: Tierra South Florida, Inc.

Hourly Rates					
Personnel Classification	Hourly Pay (\$/HR)	X	Multiplier (See E22)	=	Hourly Rate (\$/HR)
Principal Engineer	\$ 91.35		3.00		\$ 274.05
Senior Geotechnical Engineer	\$ 81.73		3.00		\$ 245.19
Engineer, P.E.	\$ 79.33		3.00		\$ 237.99
Draftsperson	\$ 46.63		3.00		\$ 139.89
Technician	\$ 35.00		3.00		\$ 105.00
	\$ -		0.00		\$ -

Multiplier Calculations					
Salary			1.00		
Fringe Benefits			0.15		
General OH			2.24		
Subtotal			3.39		
Profit (10%)			0.10		
TOTAL MULTIPLIER =			3.49		
Maximum Allowed Multiplier =			3.00		



November 12, 2024

“DESIGN PROFESSIONAL CONSULTING SERVICE CONTINUING CONTRACT”
P-2025-000197 *RL*
SCHEDULE OF FEES & SERVICES (FIELD AND LABORATORY TESTING)

SCOPE OF WORK

The general scope of work consists of geotechnical engineering, geotechnical drilling, construction materials testing and inspection, threshold inspection services, and any other related services. The Schedule of Fees and Services shown below provides the standard services that may be requested.

I. SOIL TESTING		
1.	Field Density Test (five [5] minimum).....	\$40.00/test
2.	Proctors	\$135.00/test
3.	Florida Bearing Value Test.....	\$45.00/test
4.	Limerock Bearing Ratio Test.....	\$350.00/test
5.	Atterberg Limit Test.....	\$85.00/test
6.	Carbonate Content Test.....	\$100.00/test
7.	Organic Content Test.....	\$50.00/test
8.	Corrosion Series	\$195.00/test
9.	Soil Observation (On Site)	\$95.00/hr.
10.	Natural Sample Moisture Content.....	\$25.00/test
11.	Unit Weight and Moisture Content (Undisturbed Sample).....	\$60.00/test
II. CONCRETE & MASONRY MATERIALS		
1.	Concrete Compression test (Min. four [4] cylinders per trip)	
	-Prepare cylinders & slump test on site, and deliver to lab.....	\$160.00/set
2.	Additional Concrete cylinders.....	\$20.00/cyl.
3.	Concrete Compression test only [delivered to lab].....	\$20.00/cyl.
4.	Slump test.....	\$20.00/ea.
5.	Air Content Test.....	\$30.00/ea.
6.	Stand-by.....	\$85.00/hr.
7.	Grout Prism (Six [6] per set)	
	- Includes preparation of Prism on site.....	\$85.00/set
8.	2" x 2" Mortar Cubes (Six [6] per set)	
	- Includes preparation of Cubes on site.....	\$85.00/set
9.	Additional Mortar cubes.....	\$20.00/ea.
10.	Masonry Units	
	A. Compressive Strength.....	\$85.00/unit
	B. Absorption.....	\$50.00/unit
11.	Concrete Cores (Min. 3);	
	- Secure, trim & test	\$85.00/core
	- Testing of core [delivered to lab (Incl. Trim)].....	\$55.00/core
12.	Swiss Hammer Testing.....	\$95.00/hr.
13.	Windsor Probe Test (Min. 3 shots).....	\$160.00/test
14.	Additional Windsor Probe Tests.....	\$110.00/test
III. AGGREGATE TESTING		
1.	Grain size determination:	
	A. Full grain size (8 sieves).....	\$80.00/test
	B. Wash through (#200).....	\$55.00/test
2.	Sieve Analysis – Coarse Aggregate.....	\$80.00/test

OEBO SCHEDULE 1*

SOLICITATION/PROJECT/BID NAME: PBC Hypoluxo Branch Library Building SOLICITATION/PROJECT/BID NO.: P-2025-000197 (Page 1 of 2)
SOLICITATION OPENING/SUBMITTAL DATE: 10/30/2025 COUNTY DEPARTMENT:

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: Colome' & Associates, Inc. ADDRESS: 530 24th Street West Palm Beach, Fl. 33407
CONTACT PERSON: Elizabeth A.G. Colome' PHONE NO.: 561-833-9147 E-MAIL: lcolome@colome-arch.net
PRIME'S DOLLAR AMOUNT OR PERCENTAGE OF WORK: \$156,746.24
SBE Prime's must include their percentage or dollar amount in the Total Participation line under section B. Non-SBE ☐ 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	SBE	
1.	Colome' & Associates, Inc.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$156,746.24
2.	Civil Design, Inc.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ 64,500.00
3.	Hammond & Associates, Inc.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ 49,015.73
4.	2GHO, Inc. Landscape Architects, Planners, Environmental Consultants	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ 65,789.00
5.	ONM&J, Inc. O'Donnell, Naccarato, Mignogna & Jackson, Inc.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$ 11,827.02

(Please use additional sheets if necessary)

Total Bid/Offer Price \$ 360,472.84 Total Certified SBE Participation \$ 347,877.99 Plus (\$12,594.85 Page 2)

I hereby certify that the above information is accurate to the best of my knowledge: Elizabeth A.G. Colome' 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 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.
 - If a Mandatory API goal applies, failure to submit a properly executed Schedule 2 will result in a determination of non-responsiveness to the solicitation.

OEBO SCHEDULE 1*

RR

SOLICITATION/PROJECT/BID NAME: PBC Hypoluxo Branch Library Building

SOLICITATION/PROJECT/BID NO.: P-2025-00197 (Page 2 of 2)

SOLICITATION OPENING/SUBMITTAL DATE: 10/30/2025

COUNTY DEPARTMENT:

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: Colome' & Associates, Inc. ADDRESS: 530 24th Street West Palm Beach, Fl. 33407

CONTACT PERSON: Elizabeth A.G. Colome' PHONE NO.: 561-833-9147 E-MAIL: lcolome@colome-arch.net

PRIME'S DOLLAR AMOUNT OR PERCENTAGE OF WORK: \$156,746.24

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

Non-SBE ☐ SBE ☒

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

(Check all Applicable Categories)			DOLLAR AMOUNT OR PERCENTAGE OF WORK
Subcontractor/Sub consultant Name			
	Non-SBE	SBE	
1. TSF, Inc. Tierra South Florida, Inc.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$12,594.85
2.	<input type="checkbox"/>	<input type="checkbox"/>	
3.	<input type="checkbox"/>	<input type="checkbox"/>	
4.	<input type="checkbox"/>	<input type="checkbox"/>	
5.	<input type="checkbox"/>	<input type="checkbox"/>	

(Please use additional sheets if necessary)

Total \$ 12,594.85 Plus (\$347,877.99 Page 1)

Total Bid/Offer Price \$ 360,472.84

Total Certified SBE Participation \$ 347,877.99

I hereby certify that the above information is accurate to the best of my knowledge: Elizabeth A.G. Colome' President

- 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.
 - If a Mandatory API goal applies, failure to submit a properly executed Schedule 2 will result in a determination of non-responsiveness to the solicitation.

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. All Subcontractors/subconsultants, including any tiered Subcontractors/ subconsultants, must properly execute this document. If a Mandatory API goal applies, failure to submit a properly executed Schedule 2 will result in a determination of non-responsiveness to the solicitation. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: P-2025-000197 PR
SOLICITATION/PROJECT NAME: PBC Hypoluxo Branch Library Building

Prime Contractor: Colome' & Associates, Inc. Subcontractor: Colome' & Associates, Inc.
(Check box(s) that apply)

☒ SBE ☐ Non-SBE ☐ Supplier Date of Palm Beach County Certification (if applicable): 3/14/25 - 3/13/28

SBE PARTICIPATION – SBE Primes must document all work to be performed by their own work force on this form. Specify in detail, the scope of work to be performed or items supplied with the dollar amount and/or percentage for each work item. When applicable, identify the line item(s) associated with the service/product being supplied. SBE credit will only be given for the areas in which the SBE is certified. A detailed quote/proposal may be attached to a properly executed Schedule 2 for additional information.

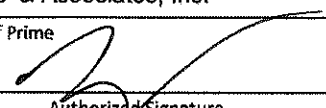
Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Professional Architectural Services	1	1		\$156,746.24

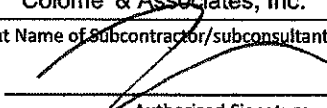
The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$ 156,746.24

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

Name of 2nd/3rd tier Subcontractor/subconsultant

Price or Percentage: _____

Colome' & Associates, Inc.
Print Name of Prime
By: 
Authorized Signature
Elizabeth A.G. Colome'
Print Name
President
Title
Date: 6/25/2025

Colome' & Associates, Inc.
Print Name of Subcontractor/subconsultant
By: 
Authorized Signature
Elizabeth A.G. Colome'
Print Name
President
Title
Date: 6/25/2025

*Revised 6.5.2025 pursuant to Emergency Ordinance 2025-014, approved on June 3, 2025

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. All Subcontractors/subconsultants, including any tiered Subcontractors/ subconsultants, must properly execute this document. If a Mandatory API goal applies, failure to submit a properly executed Schedule 2 will result in a determination of non-responsiveness to the solicitation. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: P-2025-000197

SOLICITATION/PROJECT NAME: New Hypoluxo Branch Library

Prime Contractor: Colome & Associates, Inc. Subcontractor: Civil Design, Inc.

(Check box(s) that apply)

☒ SBE ☐ Non-SBE ☐ Supplier

Date of Palm Beach County Certification (if applicable): 5/20/25-5/19/28

SBE PARTICIPATION – SBE Primes must document all work to be performed by their own work force on this form. Specify in detail, the scope of work to be performed or items supplied with the dollar amount and/or percentage for each work item. When applicable, identify the line item(s) associated with the service/product being supplied. SBE credit will only be given for the areas in which the SBE is certified. A detailed quote/proposal may be attached to a properly executed Schedule 2 for additional information.

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Civil Engineering	N/A	N/A	N/A	\$64,500.00

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: \$64,500.00

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

Colome & Associates, Inc.

Print Name of Prime

By:

Authorized Signature

Elizabeth A. G. Colome
Print Name

Title

Date:

6/24/2025

Civil Design, Inc.

Print Name of Subcontractor/subconsultant

By:

Authorized Signature

Thomas J. Trompeter
Print Name

Title

Date:

June 24, 2024

*Revised 6.5.2025 pursuant to Emergency Ordinance 2025-014, approved on June 3, 2025

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. All Subcontractors/subconsultants, including any tiered Subcontractors/ subconsultants, must properly execute this document. If a Mandatory API goal applies, failure to submit a properly executed Schedule 2 will result in a determination of non-responsiveness to the solicitation. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: P-2025-000197

SOLICITATION/PROJECT NAME: Hypoluxo Branch Library

Prime Contractor: Colome & Associates Subcontractor: Hammond & Associates, Inc.

(Check box(s) that apply)

☒ SBE ☐ Non-SBE ☐ Supplier

Date of Palm Beach County Certification (if applicable): 09/07/2021

SBE PARTICIPATION – SBE Primes must document all work to be performed by their own work force on this form. Specify in detail, the scope of work to be performed or items supplied with the dollar amount and/or percentage for each work item. When applicable, identify the line item(s) associated with the service/product being supplied. SBE credit will only be given for the areas in which the SBE is certified. A detailed quote/proposal may be attached to a properly executed Schedule 2 for additional information.

Line Item	Item Description	Unit Price	Quantity/Units	Contingencies/Allowances	Total Price/Percentage
	Mechanical, Electrical, Plumbing, & Fire Protection Engineering				\$49,015.73

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: \$49,015.73

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

Name of 2nd/3rd tier Subcontractor/subconsultant

Price or Percentage:

Colome's Assoc., Inc.
Print Name of Prime

By: [Signature]
Authorized Signature

Elizabeth A.G. Colome
Print Name

PRESIDENT
Title

Date: 6/30/2025

Hammond & Associates, Inc.
Print Name of Subcontractor/subconsultant

By: [Signature]
Authorized Signature

Nathan Hammond, P.E.
Print Name

President
Title

Date: June 26, 2025

*Revised 6.5.2025 pursuant to Emergency Ordinance 2025-014, approved on June 3, 2025

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. All Subcontractors/subconsultants, including any tiered Subcontractors/ subconsultants, must properly execute this document. If a Mandatory API goal applies, failure to submit a properly executed Schedule 2 will result in a determination of non-responsiveness to the solicitation. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: P-2025-000197 PR

SOLICITATION/PROJECT NAME: PBC Hypoluxo Branch Library

Prime Contractor: Colome & Assoc., INC. Subcontractor: 2GHO, Inc. Landscape Architects, Planners, Environmental Consultants

(Check box(s) that apply)

☒ SBE ☐ Non-SBE ☐ Supplier

Date of Palm Beach County Certification (if applicable): 4/12/25

SBE PARTICIPATION -- SBE Primes must document all work to be performed by their own work force on this form. Specify in detail, the scope of work to be performed or items supplied with the dollar amount and/or percentage for each work item. When applicable, identify the line item(s) associated with the service/product being supplied, SBE credit will only be given for the areas in which the SBE is certified. A detailed quote/proposal may be attached to a properly executed Schedule 2 for additional information.

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
1	Site Plan Design Development				\$33,647.00
2	Landscape Architecture CD		1		\$20,714.25
3	Landscape Architecture CA		1		\$11,427.75
				TOTAL	\$65,789.00

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: \$65,789.00

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.

Name of 2nd/3rd tier Subcontractor/subconsultant

Price or Percentage: _____

Colome & Assoc., INC.
Print Name of Prime

By: _____
Authorized Signature

Elizabeth A. G. Colome
Print Name

President
Title

Date: 6/30/2025

2GHO, Inc. Landscape Architecture, Planners, Environmental Consultants

Print Name of Subcontractor/subconsultant

By: _____
Authorized Signature

George G. Gentile

Print Name

Vice President

Title

Date: June 25, 2025

*Revised 6.5.2025 pursuant to Emergency Ordinance 2025-014, approved on June 3, 2025

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. All Subcontractors/subconsultants, including any tiered Subcontractors/ subconsultants, must properly execute this document. If a Mandatory API goal applies, failure to submit a properly executed Schedule 2 will result in a determination of non-responsiveness to the solicitation. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: 2025-000197 PR

SOLICITATION/PROJECT NAME: New Hypoluxo Branch Library

Prime Contractor: Colome & Associates Subcontractor: O'Donnell, Naccarato, Mignogna & Jackson, Inc. ONM&J, Inc.

(Check box(s) that apply)

☒ SBE ☐ Non-SBE ☐ Supplier

Date of Palm Beach County Certification (if applicable): 07/18/23 to 07/17/26

SBE PARTICIPATION – SBE Primes must document all work to be performed by their own work force on this form. Specify in detail, the scope of work to be performed or items supplied with the dollar amount and/or percentage for each work item. When applicable, identify the line item(s) associated with the service/product being supplied. SBE credit will only be given for the areas in which the SBE is certified. A detailed quote/proposal may be attached to a properly executed Schedule 2 for additional information.

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
	STRUCTURAL ENGINEERING				\$11,827.02

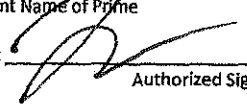
The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: \$11,827.02

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

Name of 2nd/3rd tier Subcontractor/subconsultant

Price or Percentage:

Colome's Assoc, Inc.
Print Name of Prime

By: 
Authorized Signature

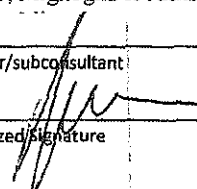
Elizabeth A.G. Colome
Print Name

President
Title

Date: 6/30/2025

O'Donnell, Naccarato, Mignogna & Jackson, Inc.

ONM&J, Inc.
Print Name of Subcontractor/subconsultant

By: 
Authorized Signature

Dwayne Jackson
Print Name

President
Title

Date: 06/27/25

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. All Subcontractors/subconsultants, including any tiered Subcontractors/ subconsultants, must properly execute this document. If a Mandatory API goal applies, failure to submit a properly executed Schedule 2 will result in a determination of non-responsiveness to the solicitation. Each properly executed Schedule 2 must be submitted with the bid/proposal.

SOLICITATION/PROJECT NUMBER: P-2025-000978
SOLICITATION/PROJECT NAME: Hypoluxo Branch Library

Prime Contractor: Colome' & Associates, Inc. Subcontractor: Tierra South Florida, Inc.
(Check box(s) that apply)

☐ SBE ☒ Non-SBE ☐ Supplier Date of Palm Beach County Certification (if applicable): _____

SBE PARTICIPATION – SBE Primes must document all work to be performed by their own work force on this form. Specify in detail, the scope of work to be performed or items supplied with the dollar amount and/or percentage for each work item. When applicable, identify the line item(s) associated with the service/product being supplied. SBE credit will only be given for the areas in which the SBE is certified. A detailed quote/proposal may be attached to a properly executed Schedule 2 for additional information.

Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
	Geotechnical	\$12,594.85			\$12,594.85

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: _____

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: _____

Name of 2nd/3rd tier Subcontractor/subconsultant

Colome's Assoc., Inc.
Print Name of Prime
By: [Signature]
Authorized Signature
Elizabeth A. G. Colome
Print Name
President
Title
Date: 10/31/2025

Tierra South Florida, Inc.
Print Name of Subcontractor/subconsultant
By: [Signature]
Authorized Signature
Raj Krishnasamy, PE
Print Name
President
Title
Date: 6/30/2025

*Revised 6.5.2025 pursuant to Emergency Ordinance 2025-014, approved on June 3, 2025

RFP ATTACHMENT E
CONFLICT OF INTEREST DISCLOSURE FORM
(Must be completed by Proposer and any subconsultants and returned with proposal)

PALM BEACH COUNTY CONFLICT OF INTEREST DISCLOSURE FORM

CONSULTANT/SUBCONSULTANT represents that it presently has no interest, either direct or indirect, which would or could conflict in any manner with the performance of services for the County, except as follows:

N/A

(Attach additional sheets as needed.)

CONSULTANT/SUBCONSULTANT further represents that no person having any interest shall be employed for said performance. By signing below, CONSULTANT/SUBCONSULTANT certifies that the information contained herein is true and correct and constitutes all current potential conflicts of interest which may influence or appear to influence CONSULTANT/SUBCONSULTANT'S judgment or quality of services being provided to the County.

CONSULTANT/SUBCONSULTANT shall promptly notify the COUNTY in writing by certified mail of all potential conflicts of interest that may arise in the future through any prospective business association, interest or other circumstance which may influence or appear to influence CONSULTANT/SUBCONSULTANT'S judgment or quality of services being provided to the County. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that CONSULTANT/SUBCONSULTANT may undertake and request an opinion of the COUNTY as to whether the association, interest or circumstance would, in the opinion of the COUNTY, constitute an unacceptable conflict of interest if entered into by the CONSULTANT/SUBCONSULTANT.

If, in the sole opinion of the COUNTY, the prospective business association, interest or circumstance of CONSULTANT/SUBCONSULTANT would constitute an unacceptable conflict of interest to the COUNTY, the COUNTY shall so state in the notification and the CONSULTANT/SUBCONSULTANT shall not enter into said association, interest or circumstance.

This DISCLOSURE is submitted by (Name of Individual:) Elizabeth A. G. Colomé, as (Title/Position:) President of (Name of Firm:) Colomé & Associates, Inc. who hereby certifies that any misrepresentation by the CONSULTANT/SUBCONSULTANT on this Disclosure is considered an unethical business practice and is grounds for sanctions against future County business with the CONSULTANT/SUBCONSULTANT.


Signature

07/14/24

Date

CONFLICT OF INTEREST DISCLOSURE FORM
(Must be completed by Proposer and any subconsultants and returned with proposal)

PALM BEACH COUNTY CONFLICT OF INTEREST DISCLOSURE FORM

CONSULTANT/SUBCONSULTANT represents that it presently has no interest, either direct or indirect, which would or could conflict in any manner with the performance of services for the County, except as follows:

None


(Attach additional sheets as needed.)

CONSULTANT/SUBCONSULTANT further represents that no person having any interest shall be employed for said performance. By signing below, CONSULTANT/SUBCONSULTANT certifies that the information contained herein is true and correct and constitutes all current potential conflicts of interest which may influence or appear to influence CONSULTANT/SUBCONSULTANT'S judgment or quality of services being provided to the County.

CONSULTANT/SUBCONSULTANT shall promptly notify the COUNTY in writing by certified mail of all potential conflicts of interest that may arise in the future through any prospective business association, interest or other circumstance which may influence or appear to influence CONSULTANT/SUBCONSULTANT'S judgment or quality of services being provided to the County. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that CONSULTANT/SUBCONSULTANT may undertake and request an opinion of the COUNTY as to whether the association, interest or circumstance would, in the opinion of the COUNTY, constitute an unacceptable conflict of interest if entered into by the CONSULTANT/SUBCONSULTANT.

If, in the sole opinion of the COUNTY, the prospective business association, interest or circumstance of CONSULTANT/SUBCONSULTANT would constitute an unacceptable conflict of interest to the COUNTY, the COUNTY shall so state in the notification and the CONSULTANT/SUBCONSULTANT shall not enter into said association, interest or circumstance.

This DISCLOSURE is submitted by (Name of Individual:) T. Jeff Trompeter, as (Title/Position:) President of (Name of Firm:) Civil Design, Inc. who hereby certifies that any misrepresentation by the CONSULTANT/SUBCONSULTANT on this Disclosure is considered an unethical business practice and is grounds for sanctions against future County business with the CONSULTANT/SUBCONSULTANT.



Signature

June 9, 2025

Date

RFP ATTACHMENT E
CONFLICT OF INTEREST DISCLOSURE FORM
(Must be completed by Proposer and any subconsultants and returned with proposal)

PALM BEACH COUNTY CONFLICT OF INTEREST DISCLOSURE FORM

CONSULTANT/SUBCONSULTANT represents that it presently has no interest, either direct or indirect, which would or could conflict in any manner with the performance of services for the County, except as follows:

N/A


(Attach additional sheets as needed.)

CONSULTANT/SUBCONSULTANT further represents that no person having any interest shall be employed for said performance. By signing below, CONSULTANT/SUBCONSULTANT certifies that the information contained herein is true and correct and constitutes all current potential conflicts of interest which may influence or appear to influence CONSULTANT/SUBCONSULTANT'S judgment or quality of services being provided to the County.

CONSULTANT/SUBCONSULTANT shall promptly notify the COUNTY in writing by certified mail of all potential conflicts of interest that may arise in the future through any prospective business association, interest or other circumstance which may influence or appear to influence CONSULTANT/SUBCONSULTANT'S judgment or quality of services being provided to the County. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that CONSULTANT/SUBCONSULTANT may undertake and request an opinion of the COUNTY as to whether the association, interest or circumstance would, in the opinion of the COUNTY, constitute an unacceptable conflict of interest if entered into by the CONSULTANT/SUBCONSULTANT.

If, in the sole opinion of the COUNTY, the prospective business association, interest or circumstance of CONSULTANT/SUBCONSULTANT would constitute an unacceptable conflict of interest to the COUNTY, the COUNTY shall so state in the notification and the CONSULTANT/SUBCONSULTANT shall not enter into said association, interest or circumstance.

This DISCLOSURE is submitted by (Name of Individual:) Nathaniel Hammond, PE, as (Title/Position:) President of (Name of Firm:) Hammond & Associates, Inc who hereby certifies that any misrepresentation by the CONSULTANT/SUBCONSULTANT on this Disclosure is considered an unethical business practice and is grounds for sanctions against future County business with the CONSULTANT/SUBCONSULTANT.



Signature
6/25/2024

Date

CONFLICT OF INTEREST DISCLOSURE FORM

Project: **Design Professional Consulting Services Continuing**
 Contract. _____
 P-2024-006256

Project No.: _____

CONSULTANT/ANNUAL CONSULTANT represents that it presently has no interest, either direct or indirect, which would or could conflict in any manner with the performance of services for the County, except as follows:

 None

(Attach additional sheets as needed)

CONSULTANT/ANNUAL CONSULTANT further represents that it presently has no interest and shall acquire no interest which would conflict with performance of services solicited herein, as provided for in Chapter 112, Part III, Florida Statutes, and Section 2-441, et seq., the Palm Beach County Code of Ethics. The CONSULTANT/ANNUAL CONSULTANT further represents that no person having any such conflict of interest shall be employed for said performance of services.

CONSULTANT/ANNUAL CONSULTANT shall promptly notify the COUNTY in writing by certified mail of all potential conflicts of interest that may arise in the future through any prospective business association, interest or other circumstance which may influence or appear to influence CONSULTANT’S/ANNUAL CONSULTANT’S judgment or quality of services being provided to the County. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that CONSULTANT/ANNUAL CONSULTANT may undertake and request an opinion of the COUNTY as to whether the association, interest or circumstance would, in the opinion of the COUNTY, constitute an unacceptable conflict of interest if entered into by the CONSULTANT/ANNUAL CONSULTANT.

If, in the sole opinion of the COUNTY, the prospective business association, interest or circumstance of CONSULTANT/ANNUAL CONSULTANT would constitute an unacceptable conflict of interest to the COUNTY, the COUNTY shall so state in the notification and the CONSULTANT/ANNUAL CONSULTANT shall not enter into said association, interest or circumstance.

By signing below, CONSULTANT/ANNUAL CONSULTANT certifies that the information contained herein is true and correct and constitutes all current potential conflicts of interest which may influence or appear to influence CONSULTANT’S/ANNUAL CONSULTANT’S judgment or quality of services being provided to the County.

THIS DISCLOSURE is submitted by George G. Gentile (name),
as Founding Principal (title), of 2GHO, Inc., Landscape Architects Planners Environmental Consultants (firm).
who hereby certifies that the information stated above is true and correct. Further, it is hereby acknowledged that any misrepresentation by the CONSULTANT/ANNUAL CONSULTANT on this Disclosure is considered an unethical business practice and is grounds for sanctions against future County business with the CONSULTANT/ANNUAL CONSULTANT.

George G. Gentile, PLA, FASLA

_____ Nov. 6, 2024

(Print Name and Title) (Signature) (Date)

CONFLICT OF INTEREST DISCLOSURE FORM

Project: Design Professional Consulting Services Continuing Contract

Project No.: #2024-006256

CONSULTANT/ANNUAL CONSULTANT represents that it presently has no interest, either direct or indirect, which would or could conflict in any manner with the performance of services for the County, except as follows:

None

(Attach additional sheets as needed)

CONSULTANT/ANNUAL CONSULTANT further represents that it presently has no interest and shall acquire no interest which would conflict with performance of services solicited herein, as provided for in Chapter 112, Part III, Florida Statutes, and Section 2-441, et seq., the Palm Beach County Code of Ethics. The CONSULTANT/ANNUAL CONSULTANT further represents that no person having any such conflict of interest shall be employed for said performance of services.

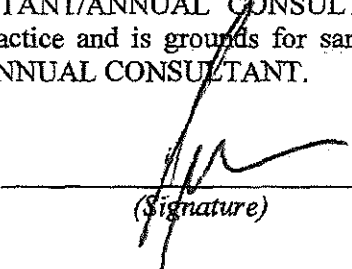
CONSULTANT/ANNUAL CONSULTANT shall promptly notify the COUNTY in writing by certified mail of all potential conflicts of interest that may arise in the future through any prospective business association, interest or other circumstance which may influence or appear to influence CONSULTANT'S/ANNUAL CONSULTANT'S judgment or quality of services being provided to the County. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that CONSULTANT/ANNUAL CONSULTANT may undertake and request an opinion of the COUNTY as to whether the association, interest or circumstance would, in the opinion of the COUNTY, constitute an unacceptable conflict of interest if entered into by the CONSULTANT/ANNUAL CONSULTANT.

If, in the sole opinion of the COUNTY, the prospective business association, interest or circumstance of CONSULTANT/ANNUAL CONSULTANT would constitute an unacceptable conflict of interest to the COUNTY, the COUNTY shall so state in the notification and the CONSULTANT/ANNUAL CONSULTANT shall not enter into said association, interest or circumstance.

By signing below, CONSULTANT/ANNUAL CONSULTANT certifies that the information contained herein is true and correct and constitutes all current potential conflicts of interest which may influence or appear to influence CONSULTANT'S/ANNUAL CONSULTANT'S judgment or quality of services being provided to the County.

THIS DISCLOSURE is submitted by Dwayne Jackson (*name*), as President (*title*), of O'Donnell, Naccarato, Mignogna & Jackson, Inc. (*firm*), who hereby certifies that the information stated above is true and correct. Further, it is hereby acknowledged that any misrepresentation by the CONSULTANT/ANNUAL CONSULTANT on this Disclosure is considered an unethical business practice and is grounds for sanctions against future County business with the CONSULTANT/ANNUAL CONSULTANT.

Dwayne Jackson, President
(*Print Name and Title*)


(*Signature*)

November 5, 2024
(*Date*)

RFP ATTACHMENT E
CONFLICT OF INTEREST DISCLOSURE FORM
(Must be completed by Proposer and any subconsultants and returned with proposal)

PALM BEACH COUNTY CONFLICT OF INTEREST DISCLOSURE FORM

CONSULTANT/SUBCONSULTANT represents that it presently has no interest, either direct or indirect, which would or could conflict in any manner with the performance of services for the County, except as follows:

N/A


(Attach additional sheets as needed.)

CONSULTANT/SUBCONSULTANT further represents that no person having any interest shall be employed for said performance. By signing below, CONSULTANT/SUBCONSULTANT certifies that the information contained herein is true and correct and constitutes all current potential conflicts of interest which may influence or appear to influence CONSULTANT/SUBCONSULTANT'S judgment or quality of services being provided to the County.

CONSULTANT/SUBCONSULTANT shall promptly notify the COUNTY in writing by certified mail of all potential conflicts of interest that may arise in the future through any prospective business association, interest or other circumstance which may influence or appear to influence CONSULTANT/SUBCONSULTANT'S judgment or quality of services being provided to the County. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that CONSULTANT/SUBCONSULTANT may undertake and request an opinion of the COUNTY as to whether the association, interest or circumstance would, in the opinion of the COUNTY, constitute an unacceptable conflict of interest if entered into by the CONSULTANT/SUBCONSULTANT.

If, in the sole opinion of the COUNTY, the prospective business association, interest or circumstance of CONSULTANT/SUBCONSULTANT would constitute an unacceptable conflict of interest to the COUNTY, the COUNTY shall so state in the notification and the CONSULTANT/SUBCONSULTANT shall not enter into said association, interest or circumstance.

This DISCLOSURE is submitted by (Name of Individual:) Raj Krishnasamy, P.E., as (Title/Position:) President of (Name of Firm:) Tierra South Florida, Inc., d/b/a TSFGEO who hereby certifies that any misrepresentation by the CONSULTANT/SUBCONSULTANT on this Disclosure is considered an unethical business practice and is grounds for sanctions against future County business with the CONSULTANT/SUBCONSULTANT.



Signature Raj Krishnasamy, P.E.
6/10/2024

Date

CSA History

[illegible]

*** Subject to Emergency Ordinance 2025-014 approved by the BCC on June 3, 2025; as a result, the W/MBE participation is not enforceable

ATTACHMENT #5



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/11/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AssuredPartners Design Professionals Insurance Services, LLC 3697 Mt. Diablo Blvd, Suite 230 Lafayette CA 94549	CONTACT NAME: Jim Ledbetter	
	PHONE (A/C, No, Ext): 360-626-2019 FAX (A/C, No): 360-626-2019 E-MAIL ADDRESS: jim.ledbetter@assuredpartners.com	
INSURED Colome & Associates Inc 530 24th Street West Palm Beach FL 33407	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A : RLI INSURANCE COMPANY	13056
	INSURER B : Aspen American Insurance Company	43460
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES CERTIFICATE NUMBER: 361837243 REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	Y	PSB0011070	3/30/2025	3/30/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Deductible \$ 0
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	Y	Y	PSA0003628	3/30/2025	3/30/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	Y	Y	PSE0005445	3/30/2025	3/30/2026	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ 3,000,000
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y	N/A	PSW0005981	3/30/2025	3/30/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liability Retro Date: 1/1/1994			AAAE30082000	3/21/2025	3/21/2026	Per Claim \$2,000,000 Aggregate \$2,000,000 Deductible \$10,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The certificate holder is an additional insured per the attached, WC Member Excluded: Elizabeth Colome.
The following policies are included in the underlying schedule of insurance for umbrella/excess liability: General Liability/Auto Liability/Employers Liability/Employee Benefits Liability.
Palm Beach County Board of County Commissioners, a political subdivision of the State of Florida, its officers, employees and agents, c/o Facilities Development & Operations Department

CERTIFICATE HOLDER

CANCELLATION

Palm Beach County c/o Capital Improvements Division 2633 Vista Parkway West Palm Beach FL 33411-5603	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

RLIPack® FLORIDA BUSINESS AUTO ENHANCEMENT

SCHEDULE OF COVERAGES ADDRESSED BY THIS ENDORSEMENT

- A. Broad Form Named Insured
- B. Employees As Insureds
- C. Blanket Additional Insured
- D. Blanket Waiver Of Subrogation
- E. Employee Hired Autos
- F. Auto Loan Lease Gap Coverage
- G. Personal Effects Coverage
- H. Hired Auto Physical Damage Coverage
- I. Hired Auto Physical Damage – Loss Of Use
- J. Hired Car – Worldwide Coverage
- K. Temporary Transportation Expenses
- L. Amended Bodily Injury Definition – Mental Anguish
- M. Airbag Coverage
- N. Amended Insured Contract Definition – Railroad Easement
- O. Coverage Extensions – Audio, Visual And Data Electronic Equipment Not Designed Solely For The Production Of Sound
- P. Notice Of And Knowledge Of Occurrence
- Q. Unintentional Errors Or Omissions
- R. Towing Coverage

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

A. Broad Form Named Insured

The following is added to the **SECTION II – COVERED AUTOS LIABILITY COVERAGE**, Paragraph **A.1. Who Is An Insured** Provision:

Any business entity newly acquired or formed by you during the policy period, provided:

- a. You own fifty percent (50%) or more of the business entity, and
- b. The business entity is not separately insured for Business Auto Coverage.

Coverage is extended automatically up to a maximum of one hundred eighty (180) days following the acquisition or formation of the business entity provided you give notification of these changes within this automatic coverage period.

This provision does not apply to any person or organization for which coverage is excluded by endorsement.

B. Employees As Insureds

The following is added to the **SECTION II – COVERED AUTOS LIABILITY COVERAGE**, Paragraph **A.1. Who Is An Insured** Provision:

Any “employee” of yours is an “insured” while using a covered “auto” you don’t own, hire or borrow in your business or your personal affairs.

C. Blanket Additional Insured

The following is added to the **SECTION II – COVERED AUTOS LIABILITY COVERAGE**, Paragraph **A.1. Who Is An Insured** Provision:

Any person or organization that you are required to include as an additional insured on this coverage form in a contract or agreement that is executed by you before the “bodily injury” or “property damage” occurs is an “insured” for liability coverage, but only for damages to which this insurance applies and only to the extent that person or organization qualifies as an “insured” under the Who Is An Insured provision contained in **SECTION II – COVERED AUTOS LIABILITY COVERAGE**.

The insurance provided to the additional insured will be on a primary and non-contributory basis to the additional insured’s own business auto coverage if you are required to do so in a contract or agreement that is executed by you before the “bodily injury” or “property damage” occurs.

D. Blanket Waiver Of Subrogation

The following is added to the **SECTION IV – BUSINESS AUTO CONDITIONS, A. Loss Conditions, 5. Transfer Of Rights Of Recovery Against Others To Us**:

We waive any right of recovery we may have against any person or organization to the extent required of you by a contract executed prior to any “accident” or “loss”, provided that the “accident” or “loss” arises out of the operations contemplated by such contract. The waiver applies only to the person or organization designated in such contract.

E. Employee Hired Autos

1. The following is added to the **SECTION II – COVERED AUTOS LIABILITY COVERAGE**, Paragraph **A.1. Who Is An Insured** Provision:

An “employee” of yours is an “insured” while operating an “auto” hired or rented under a contract or agreement in that “employee’s” name, with your permission, while performing duties related to the conduct of your business.

2. Changes In General Conditions:

Paragraph **5.b.** of the **Other Insurance** Condition in the **BUSINESS AUTO CONDITIONS** is deleted and replaced with the following:

b. For Hired Auto Physical Damage Coverage, the following are deemed to be covered “autos” you own:

- (1) Any covered “auto” you lease, hire, rent or borrow; and
- (2) Any covered “auto” hired or rented by your “employee” under a contract in that individual “employee’s” name, with your permission, while performing duties related to the conduct of your business. However, any “auto” that is leased, hired, rented or borrowed with a driver is not a covered “auto”.

F. Auto Loan Lease Gap Coverage

SECTION III – PHYSICAL DAMAGE COVERAGE, C. Limit Of Insurance, is amended by the addition of the following:

In the event of a total “loss” to a covered “auto” shown in the Schedule of Declarations, we will pay any unpaid amount due on the lease or loan for a covered “auto”, less:

- 1. The amount paid under the **PHYSICAL DAMAGE COVERAGE** section of the policy; and
- 2. Any:

- a. Overdue lease/loan payments at the time of the "loss";
- b. Financial penalties imposed under a lease for excessive use, abnormal wear and tear or high mileage.
- c. Security deposits not returned by the lessor;
- d. Costs for extended warranties, Credit Life Insurance, Health, Accident or Disability Insurance purchased with the loan or lease; and
- e. Carry-over balances from previous loans or leases.

G. Personal Effects Coverage

The following is added to **SECTION III – PHYSICAL DAMAGE COVERAGE, A. Coverage, 4. Coverage Extensions:**

c. Personal Effects Coverage

In the event of a total theft loss of your covered "auto" we will pay up to \$400 for "loss" to wearing apparel and other personal effects which are:

- (1) Owned by an "insured"; and
- (2) In or on your covered "auto";

No deductible applies to Personal Effects Coverage.

H. Hired Auto Physical Damage Coverage

The following is added to **SECTION III – PHYSICAL DAMAGE COVERAGE, A. Coverage, 4. Coverage Extensions:**

d. Hired Auto Physical Damage Coverage

If hired "autos" are covered "autos" for Liability Coverage and this policy also provides Physical Damage Coverage for an owned "auto", then the Physical Damage Coverage is extended to "autos" that you hire, rent or borrow subject to the following:

- (1) The most we will pay for "loss" in any one "accident" to a hired, rented or borrowed "auto" is the lesser of:
 - (a) \$60,000
 - (b) The actual cash value of the damaged or stolen property as of the time of the "loss"; or
 - (c) The cost of repairing or replacing the damaged or stolen property with other property of like kind and quality.
- (2) An adjustment for depreciation and physical condition will be made in the event of a total "loss".

- (3) If a repair or replacement results in better than like kind or quality, we will not pay for the betterment.
- (4) A deductible equal to the highest Physical Damage deductible applicable to any owned auto will apply.
- (5) This Coverage Extension will not apply to:
 - (a) Any "auto" that is hired, rented or borrowed with a driver; or
 - (b) Any "auto" that is hired, rented or borrowed from your "employee".

I. Hired Auto Physical Damage – Loss Of Use

The following is added to **SECTION II – COVERED AUTOS LIABILITY COVERAGE, A.2. Coverage Extensions:**

- e. We will pay sums which you legally must pay to the lessor of a covered "auto" which you have leased without a driver for thirty (30) days or less for the lessor's loss of use of the covered "auto", provided:
 - (1) This insurance provides comprehensive, specified causes of loss or collision covered on the covered "auto";
 - (2) The loss of use results from the covered "auto" being damaged in an "accident" while you are leasing it.

We will pay up to a maximum limit of \$1,500 for this covered extension.

J. Hired Car – Worldwide Coverage

The following is added to **SECTION II – COVERED AUTOS LIABILITY COVERAGE, A.2. Coverage Extensions:**

f. Hired Car – Worldwide Coverage

- (1) We will pay all sums an "insured" legally must pay as damages because of "bodily injury" or "property damage" to which this insurance applies, caused by an "accident" which occurs outside of the United States of America, the territories and possessions of the United States of America, Puerto Rico and Canada resulting from the maintenance, or use of any covered "auto" of the private passenger type you lease, hire, rent or borrow without a driver for thirty (30) days or less.
- (2) With respect to any claim made or "suit" instituted outside the United States of America, the territories and possessions of the United States of America, Puerto Rico, and Canada:

- (a) You shall undertake the investigation, settlement and defense of such claims and "suits" and keep us advised of all proceedings and actions.
- (b) You will not make any settlement without our consent.
- (c) We will reimburse you:
 - (i) For the amount of damages because of liability imposed upon you by law on account of "bodily injury" or "property damage" to which this insurance applies, and
 - (ii) For all reasonable expenses incurred with our consent in connection with the investigation, settlement or defense of such claims or "suits". Reimbursement for expenses will be part of the Limit of Insurance for liability coverage shown in the Business Auto Coverage Declarations, and not in addition to such limits.
- (3) The limit of Insurance for Liability Coverage shown in the Business Auto Coverage Declarations is the most we will reimburse you for the sum of all damages imposed on you, as set forth in paragraph 2.c. above, and all expenses incurred by you arising out of any single "accident" or "loss".
- (4) You must maintain the greater of the following primary auto liability insurance limits:
 - (a) Compulsory admitted insurance with limits required to be in force to satisfy the legal requirements of the jurisdiction where the accident occurs; or
 - (b) Insurance limits required by law and issued by a government entity or by an insurer licensed or permitted by law to do business in the jurisdiction where the "accident" occurs; or
 - (c) Auto liability insurance limits of at least \$300,000 combined single limit or \$100,000 per person/\$300,000 per accident Bodily Injury, \$100,000 Property Damage.

If you fail to comply with the above, this insurance is not invalidated. However, in the event of a "loss", we will pay only to the extent that we would have been liable had you so complied.
- (5) The insurance provided by this coverage extension is excess over any other collectible insurance available to you whether on a primary, excess contingent or any other basis.

K. Temporary Transportation Expenses

SECTION III – PHYSICAL DAMAGE COVERAGE, A.4. Coverage Extensions, subparagraph **a. Transportation Expenses** is deleted and replaced by the following:

a. Transportation Expenses

- (1) We will pay up to a maximum of \$1,500 for temporary transportation expense incurred by you because of Physical Damage to a covered "auto".
- (2) We will pay only for those covered "autos" for which you carry Comprehensive, Collision or Specified Case of Loss Coverage.
- (3) We will pay only for those expenses incurred by you during the period of time that begins twenty-four (24) hours after the covered "loss" and ends at the time when the covered "auto" can be repaired or replaced.
- (4) This coverage does not apply while there are spare or reserve "autos" available to you for your operations.

L. Amended Bodily Injury Definition – Mental Anguish

The following is added to **SECTION V – DEFINITIONS, Definition C.**:

"Bodily injury" also includes mental anguish, but only when the mental anguish arises from other bodily injury, sickness or disease.

M. Airbag Coverage

The following is added to **SECTION III – PHYSICAL DAMAGE COVERAGE B. Exclusions 3.a.**:

However, this exclusion will not apply to accidental discharge of an airbag due to mechanical or electrical breakdown.

N. Amended Insured Contract Definition – Railroad Easement

SECTION V – DEFINITIONS paragraph H. "Insured contract" is modified as follows:

- 1. Paragraph H.3. is replaced by the following:
 - 3. Any easement or license agreement.
- 2. Paragraph H.6.a. is deleted.

O. Coverage Extensions – Audio, Visual And Data Electronic Equipment Not Designed Solely For The Production Of Sound

SECTION III – PHYSICAL DAMAGE COVERAGE B. Exclusions, exception paragraph **a.** to exclusion **4.c.** and **4.d.** is deleted and replaced with the following:

- a. Equipment and accessories used with such equipment, except for tapes, records, discs or

other electronic media device, provided such equipment is permanently installed in the covered "auto" at the time of the "loss" or is removable from the housing unit which is permanently installed in the covered "auto" at the time of the "loss", and such equipment is designed to be solely operated by use of the power from the "autos" electrical system, in or upon the covered "autos"; or

P. Notice Of And Knowledge Of Occurrence

SECTION IV – BUSINESS AUTO CONDITIONS, A.2. Duties In The Event Of Accident, Claim Suit Or Loss, subparagraph a. is deleted and replaced with the following:

a. In the event of "accident", claim, "suit" or "loss", you must give us or our authorized representative prompt notice of the "accident" or "loss" including:

- (1) How, when and where the "accident" or "loss" occurred;
- (2) The "insured's" name and address; and
- (3) To the extent possible, the names and addresses of any injured person and witnesses.

Your duty to give us or our authorized representative prompt notice of the "accident" or "loss" applies only when the "accident" or "loss" is known to:

- (1) You, if you are an individual;

- (2) A partner if you are a partnership; or

- (3) An executive officer or insurance manager, if you are a corporation.

Q. Unintentional Errors Or Omissions

SECTION IV – BUSINESS AUTO CONDITIONS, B. General Conditions; 2. Concealment Misrepresentation Or Fraud is amended by adding the following:

The unintentional omission of, or unintentional error in, any information given by you shall not prejudice your rights under this insurance. However this provision does not affect our right to collect additional premium or exercise our right of cancellation or nonrenewal.

R. Towing Coverage

SECTION III – PHYSICAL DAMAGE COVERAGE, A.2. Towing, is deleted and replaced by the following:

2. We will pay up to \$750 for towing and labor costs incurred each time a covered "auto" is disabled due to a covered cause of loss. However:

- a. All labor must be performed at the place of disablement; and
- b. If the covered auto is a private passenger type no deductible applies; and
- c. If the covered auto is not of the private passenger type our obligation to pay will be reduced by a \$250 deductible per disablement.

ALL OTHER TERMS AND CONDITIONS OF THIS POLICY REMAIN UNCHANGED.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

Any person or organization that you have agreed with in a written contract to provide this agreement.

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective
Insured Colome & Associates Inc

Policy No. PSW0005981

Endorsement No.
Premium

RLI Insurance Company

Countersigned by _____

WC 00 03 13
(Ed. 4-84)

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**RLIPack® FOR PROFESSIONALS
BLANKET ADDITIONAL INSURED ENDORSEMENT**

This endorsement modifies insurance provided under the following:

BUSINESSOWNERS COVERAGE FORM - SECTION II – LIABILITY

- 1. **C. WHO IS AN INSURED** is amended to include as an additional insured any person or organization that you agree in a contract or agreement requiring insurance to include as an additional insured on this policy, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused in whole or in part by you or those acting on your behalf:
 - a. In the performance of your ongoing operations;
 - b. In connection with premises owned by or rented to you; or
 - c. In connection with "your work" and included within the "product-completed operations hazard".
- 2. The insurance provided to the additional insured by this endorsement is limited as follows:
 - a. This insurance does not apply on any basis to any person or organization for which coverage as an additional insured specifically is added by another endorsement to this policy.
 - b. This insurance does not apply to the rendering of or failure to render any "professional services".
 - c. This endorsement does not increase any of the limits of insurance stated in **D. Liability And Medical Expenses Limits of Insurance**.
- 3. The following is added to **SECTION III H.2. Other Insurance – COMMON POLICY CONDITIONS (BUT APPLICABLE ONLY TO SECTION II – LIABILITY)**

However, if you specifically agree in a contract or agreement that the insurance provided to an

additional insured under this policy must apply on a primary basis, or a primary and non-contributory basis, this insurance is primary to other insurance that is available to such additional insured which covers such additional insured as a named insured, and we will not share with that other insurance, provided that:

- a. The "bodily injury" or "property damage" for which coverage is sought occurs after you have entered into that contract or agreement; or
- b. The "personal and advertising injury" for which coverage is sought arises out of an offense committed after you have entered into that contract or agreement.

- 4. The following is added to **SECTION III K. 2. Transfer of Rights of Recovery Against Others to Us – COMMON POLICY CONDITIONS (BUT APPLICABLE TO ONLY TO SECTION II – LIABILITY)**

We waive any rights of recovery we may have against any person or organization because of payments we make for "bodily injury", "property damage" or "personal and advertising injury" arising out of "your work" performed by you, or on your behalf, under a contract or agreement with that person or organization. We waive these rights only where you have agreed to do so as part of a contract or agreement with such person or organization entered into by you before the "bodily injury" or "property damage" occurs, or the "personal and advertising injury" offense is committed.

ALL OTHER TERMS AND CONDITIONS OF THIS POLICY REMAIN UNCHANGED.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

RLIPack® FOR DESIGN PROFESSIONALS
EXCESS LIABILITY ENHANCEMENT

SCHEDULE OF COVERAGES ADDRESSED BY THIS ENDORSEMENT

- A. General Aggregate Limit – Per Project Or Per Location
- B. Additional Insured – Primary/Non-contributory
- C. Waiver Of Transfer Of Rights Of Recovery Against Others To Us

This endorsement modifies insurance provided under the following:

COMMERCIAL EXCESS LIABILITY COVERAGE FORM

A. General Aggregate Limit – Per Project Or Per Location

Paragraph 2.a. of C. Limits of Liability of SECTION I – INSURING AGREEMENT is deleted and replaced by the following:

- a. The limit of liability stated in the Declarations as general aggregate is the most we will pay during each policy period for all ultimate net loss, except ultimate net loss because of:
 - (1) injury and damage included in the products-completed operations hazard or;
 - (2) any coverage included in underlying insurance to which no underlying aggregate applies.

The general aggregate applies separately to each of your "projects" away from premises owned by or occupied by you or to each of your locations owned by or occupied by you.

"Projects" mean an area away from premises owned by or rented to you at which you are performing operations pursuant to a contract or agreement. For the purposes of determining the applicable aggregate limit of insurance, each "project" at the same "location" shall be considered a single "project".

For the purposes of this provision, "location" means

- (1) premises involving the same or connecting lots;
- (2) premises where connection is interrupted only by a street, roadway, waterway or right-of-way of a railroad; or

- (3) premises where operations are performed in sections, stages or phases as a continuation of the same contract or agreement, even if the premises do not involve connecting lots.

B. Additional Insured – Primary/Non-contributory

Paragraph K. Other Insurance of SECTION IV – CONDITIONS is deleted and replaced by the following:

K. Other Insurance

If other insurance, whether collectible or not, is available to the insured covering a loss also covered by this policy, the insurance afforded by this policy shall be in excess of, and shall not contribute with, such other insurance. However, if the underlying insurance provides coverage to an additional insured on a primary basis, or a primary and non-contributory basis, this insurance shall be available to such additional insured on an excess basis over the underlying insurance. We will not share with other insurance which covers such additional insured as a named insured.

C. Waiver Of Transfer Of Rights Of Recovery Against Others To Us

Paragraph L. Subrogation of SECTION IV – CONDITIONS is deleted and replaced by the following:

L. Subrogation

In the event of any payment under this policy, the insured must notify us of any of the insured's rights of recovery against any person or organization. We shall be subrogated to all such rights. The insured shall execute and deliver instruments and papers and do whatever else is necessary to secure such rights. The insured shall do nothing after loss to prejudice such rights. However we waive any rights of recovery we may have against any person or organization if the **underlying insurance** also waives such rights.

Any amount recovered through subrogation or otherwise shall be apportioned in the inverse order of payment of the claim or claims involved to the extent of actual payment thereof by all interests. The expenses of all such recoveries and proceedings in connection therewith shall be apportioned in the ratio of respective recoveries. With respect to proceedings conducted solely by us, if there is no recovery, we will bear the expense thereof. If there is a recovery, we shall be reimbursed in full from such recovery for the amount of all expenses incurred by us before apportionment of such recovery as herein provided.

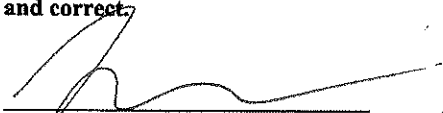
ALL OTHER TERMS AND CONDITIONS OF THIS POLICY REMAIN UNCHANGED.

NONGOVERNMENTAL ENTITY HUMAN TRAFFICKING AFFIDAVIT
Section 787.06(13), Florida Statutes

THIS AFFIDAVIT MUST BE SIGNED AND NOTARIZED

I, the undersigned, am an officer or representative of Colomé & Associates, Inc.
(ENTITY) and attest that the ENTITY does not use coercion for labor or services as defined in
section 787.06, Florida Statutes.

Under penalty of perjury, I hereby declare and affirm that the above stated facts are true
and correct.


(signature of officer or representative)

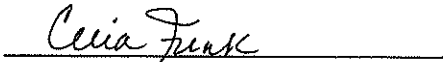
Elizabeth A. G. Colomé, President
(printed name and title of officer or representative)

State of Florida, County of Palm Beach

Sworn to and subscribed before me by means of ☒ physical presence or ☐ online notarization
this, 23rd day of October, 2025, by Elizabeth A. G. Colomé.

Personally known ☒ OR produced identification ☐.

Type of identification produced _____.


NOTARY PUBLIC
My Commission Expires:
State of Florida at large



CELIA FUNK
Commission # HH 722308
Expires October 17, 2029

(Notary Seal)

June 23, 2025



Colomé & Associates, Inc.
530 24th Street
West Palm Beach, FL 33407

Facilities Development &
Operations Department
Capital Improvements Division

2633 Vista Parkway
West Palm Beach, FL 33411
Telephone - (561) 233-0261
www.pbc.gov/fdg

■
Palm Beach County
Board of County
Commissioners

Maria G. Marino, Mayor

Sara Baxter, Vice Mayor

Gregg K. Weiss

Joel G. Flores

Marci Woodward

Maria Sachs

Bobby Powell Jr.

Interim
County Administrator

Todd J. Bonlarron

Re: Contract # R2025-0078
Consulting Services/Design Professional on a Continuing Contract
Basis
Notification of Contract Clauses No Longer Being Enforced Pursuant
to Emergency Ordinance 2025-014

Dear Elizabeth Colomé,

On June 3, 2025, the Board of County Commissioners (BCC) approved an emergency ordinance to suspend the race and gender conscious provisions of the County's EBO ordinance. The suspension will remain in effect for two years or until further direction by the BCC, whichever comes first. As a result, the provisions relating to minority/women-owned business enterprise (M/WBEs) participation contained on section 8.6 of contract number R2025-0078 will not be enforced as of June 3, 2025, only the small business enterprise (SBE) provisions will apply.

Please sign below to acknowledge receipt of this notification. This acknowledgement will be included, and made part of, the contract file.

Should you require any additional information please contact Capital Improvements Division at 561-233-0261.

Cordially,

A handwritten signature in black ink, appearing to read "Fernando DelDago".

Fernando DelDago
Director, Capital Improvements Division

Receipt Acknowledged and In Agreement:

A handwritten signature in black ink, appearing to be a stylized "C" or "A".
Colomé & Associates, Inc.

6-26-25
Date

EC: Mark Broderick, Business Operations Division Director
Shethal Sinanan, CID Contract Manager

"An Equal Opportunity Employer"