

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

AGENDA ITEM SUMMARY

Meeting Date: February 3, 2026

Consent [X]

Regular []

Public Hearing []

Department: Water Utilities Department

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Consultant Service Authorization (CSA) No. 4 to Consulting/Professional Services for Utility Distribution & Collection System Engineering Services (Contract) with Thompson & Associates, Inc., Civil Engineering (Consultant) for the Belle Glade Mobile Home Parks Water Main Replacement (Project) for a not to exceed amount of \$699,907.44.

Summary: On December 19, 2023, the Board of County Commissioners (BCC) approved the Palm Beach County Water Utilities Department (PBCWUD) Contract (R2023-1869) with Consultant. CSA No. 4 provides professional engineering services to design, permit and provide limited bidding assistance for the replacement of approximately 18,000 linear feet of aged water main to reduce water loss for the Pioneer, Tillmans and Arrowhead Estates Mobile Home Parks located within the City of Belle Glade, Florida.

This Contract was presented to the Goal Setting Committee (Committee) on April 5, 2023, and the Committee established an Affirmative Procurement Initiative (API) of a minimum mandatory 20% Small Business Enterprise (SBE) subcontracting goal. Consultant committed to 100% SBE participation. The SBE proposed participation for this CSA No. 4 is 100%. To date, the overall participation achieved on this Contract is 100%. Consultant is headquartered in Fort Lauderdale, Florida and maintains an office in Palm Beach County from which the majority of the work will be undertaken. The Project is included in the PBCWUD FY 2026 Budget. (PBCWUD Project No. 26-001) District 6 (MWJ)

Background and Justification: The water distribution system experiences issues with leaks, unknown location of facilities and undersized water mains and valve isolation. The Project will replace aging water distribution infrastructure within the project area including pipes, valves, fire hydrants and water meters. The Project also includes easement identification and acquisition when needed and aerial canal crossing to loop the distribution system. The Project is needed to increase fire protection, restore the service life, identify water loss and improve the water distribution system's effectiveness. The Project will also help to reduce the operations and maintenance workload and associated cost.

Attachments:

1. Two (2) Originals of Consultant Service Authorization No. 4
2. Location Map
3. Ebix Compliance Summary Report

Recommended By:

Ali Bayat
Department Director

1/16/26
Date

Approved By:

Jenny D. Todd Bonham
Chief Deputy County Administrator

1/13/26
Date

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2026	2027	2028	2029	2030
Capital Expenditures	\$699,908	0	0	0	0
Operating Costs	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income (County)	0	0	0	0	0
In-Kind Match County	0	0	0	0	0
NET FISCAL IMPACT	<u>\$699,908</u>	0	0	0	0
# ADDITIONAL FTE POSITIONS (Cumulative)	0	0	0	0	0

Budget Account No.: Fund 4011 Dept 721 Unit W038 Object 6543

Is Item Included in Current Budget? Yes X No _____

Does this item include the use of Federal Funds? Yes _____ No X

Does this item include the use of State Funds? Yes _____ No X

Reporting Category N/A

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

One (1) time expenditure from user fees, connection fees and balance brought forward.

C. Department Fiscal Review:

Johnny Freeman

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development and Control Comments

John M. Burch 1/12/26
OFMB 01/12/26
1-1-26

Brandi Franklin 1/12/26
Contract Development and Control
26-1-26

B. Legal Sufficiency:

John M. Burch 1/12/26
Assistant County Attorney

C. Other Department Review:

Department Director

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

CONSULTANT SERVICES AUTHORIZATION NO. 4
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Utility Distribution & Collection System Engineering Services
Resolution No. R2023-1869 Contract Dated December 19, 2023

Project Title: Belle Glade Mobile Home Parks Water Main Replacement

PBCWUD Project No.: 26-001

Consultant: Thompson & Associates, Inc., Civil Engineering

Address: 500 S. Australian Avenue, Suite 623, West Palm Beach, Florida 33401

Budget Line-Item No.: 4011 - 721 - W038 - 6543

District No.: 6

This Consultant Services Authorization provides for: Professional engineering services to design, permit and provide limited bidding assistance for the replacement of aged water main piping to reduce water loss for the Pioneer, Tillmans and Arrowhead Estates Mobile Home Parks located within the City of Belle Glade, Florida.

(See ATTACHMENT A for detailed scope of services)

The Contract provides for 100% SBE participation. This Consultant Services Authorization includes 100% overall SBE participation. The cumulative SBE participation, including this Consultant Services Authorization is 100%.

1. Services completed by the Consultant to date :

See ATTACHMENT B.

2. Consultant shall begin work upon receipt of Notice to Proceed correspondence.
3. The compensation to be paid to the Consultant for providing the requested services shall be:
 - A. Computation of time charges plus expenses, not to exceed \$ 699,907.44
 - B. Fixed price of \$ 0.00
 - C. Total \$ 699,907.44
4. This Authorization 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.

CONSULTANT SERVICES AUTHORIZATION NO. 4
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Utility Distribution & Collection System Engineering Services
Resolution No. R2023-1869 Contract Dated December 19, 2023

Project Title: Belle Glade Mobile Home Parks Water Main Replacement

PBCWUD Project No.: 26-001

5. SBE participation is included in ATTACHMENT C under this Authorization. The attached Schedule 1 defines the SBE applied to this Authorization and Schedule 2 establishes the SBE contribution from each Sub-Consultant (Letter of Intent).
6. This Authorization does not amend, change, or modify the Contract dated December 19, 2023, which remains in full force and effect.
7. All Attachments to this Authorization are incorporated herein and made a part of this Consultant Services Authorization.
8. The Contract and this Consultant Services Authorization is subject to the County Emergency Ordinance 2025-014, approved by the Board of County Commissioners on June 3, 2025.

CONSULTANT SERVICES AUTHORIZATION NO. 4
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Utility Distribution & Collection System Engineering Services
Resolution No. R2023-1869 Contract Dated December 19, 2023

Project Title: Belle Glade Mobile Home Parks Water Main Replacement

PBCWUD Project No.: 26-001

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

PALM BEACH COUNTY, A POLITICAL SUBDIVISION OF THE STATE OF FLORIDA

Michael A. Caruso, Clerk of the Circuit Court
& Comptroller, Palm Beach County

Palm Beach County, Board
of County Commissioners

ATTEST:

Signed: _____

Signed: _____

Sara Baxter, Mayor

Typed Name: _____
Deputy Clerk

12/13
(Date)

12/13
24

Approved as to Form and Legal
Sufficiency

Thompson & Associates Inc., Civil Engineering
(Consultant)

Signed: _____

James F. Thompson, P.E.
(Print Name)

Typed Name: Michael W. Jones
County Attorney

Signature
(Signature)

President
(Title)

12/11/2025
(Date)

STATE OF FLORIDA

COUNTY OF Broward

The foregoing instrument was acknowledged before me by means of physical presence or online notarization,
this 1 day of December, 2025, by James F. Thompson who is personally
known to me or has produced _____ as identification.



LAUREN LEE JOHNSON
Commission # HH 597917
Expires October 1, 2028

Signature of Notary Public - State of Florida

Lauren Lee Johnson
(Print, Type, or Stamp Commissioned Name of Notary Public)

CONSULTANT SERVICES AUTHORIZATION NO. 4
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Utility Distribution & Collection System Engineering Services
Resolution No. R2023-1869 Contract Dated December 19, 2023

LIST OF ATTACHMENTS

ATTACHMENT A	Scope of Services
ATTACHMENT B	Summary and Status of Consultant Services Authorizations
ATTACHMENT C	OEBO Schedules 1 and 2
ATTACHMENT D	Project Schedule
ATTACHMENT E	Budget Summary
ATTACHMENT F	Summary of SBE Business Tracking
ATTACHMENT G	Location Map

ATTACHMENT A

SCOPE OF SERVICES

Project Title: Belle Glade Mobile Home Parks Water Main Replacement

PBCWUD Project No.: 26-001

Thompson & Associates, Inc., Civil Engineering (CONSULTANT) shall perform:

Comprehensive design and engineering services to design, permit and provide limited bidding assistance for the replacement of existing aged water main piping to reduce water loss for the Pioneer, Tillmans and Arrowhead Estates Mobile Home Parks within the City of Belle Glade.

Key components for the Pioneer Mobile Home Park project include:

Water main Installation

- Design of approximately 7,200 linear feet (LF) of 8-inch ductile iron water main.
- Design of approximately 1,200 LF of 4-inch ductile iron water main.
- Establishment of two new system connections:
 - From valve G36874, located along the northern property line of Calusa Estates .
 - From valve G36317, situated at the northeast intersection of SW Avenue M and SW 16th Street.
- Replacement of existing polyethylene service lines.
- Evaluate water meter and meter boxes conditions to determine the need for replacement.
- Installation of new fire hydrants in compliance with current code requirements.

Water main Abandonment and Removal

- Abandonment/Grouting of approximately 1,700 LF of existing 6-inch water main along NW 16th Street, from S Main St. (SR 80) to SW Avenue M.
- Abandonment/Grouting of approximately 7,200 LF of 8-inch and 1,200 LF of 4-inch existing water mains within the mobile home park.
- Demolition of the existing aerial crossing (ARV 00860).
- Abandonment/Grouting of the existing water main between the aerial crossing and valve G36874.

Supporting Services

- Development of roadway restoration plans within the mobile home park.
- Title search to verify existing easements.
- Assistance to obtain utility easement for the mobile home park, if necessary.
- Site survey, including boundary delineation.
- Vacuum test holes.
- Geotechnical investigation.

- Permitting coordination.
- Limited assistance during the bidding phase.

Key components for the Tillmans Mobile Home Park project include:

Water main Installation

- Design of approximately 1,560 linear feet (LF) of 8-inch ductile iron water main.
- Design of approximately 600 LF of 12-inch ductile iron water main, along Tabit Rd. starting at the southwest corner of Tabit Rd. and SE Ave G, with connection to PBCWUD Project No. 21-047.
- Design of aerial crossing at south end of the mobile home park and connection to new 12-inch ductile iron water main extension.
- Establishment of three (3) new system connections to PBCWUD Project No. 21-047:
 - 12-inch connection at the southwest corner of Tabit Rd. and SE Ave G.
 - 8-inch connection at the intersection of SE 13th St. and SE Ave G.
 - 8-inch connection at the intersection of SE 14th St. and SE Ave G.
- Replacement of existing polyethylene service lines.
- Evaluate water meter and meter boxes conditions to determine the need for replacement.
- Installation of new fire hydrants in compliance with current code requirements.

Water main Abandonment and Removal

- Abandonment/Grouting of approximately 1,450 LF of existing 8-inch water main within the mobile home park.

Supporting Services

- Development of roadway restoration plans within the mobile home park.
- Title search to verify existing easements.
- Assistance to obtain utility easement at the south end of the mobile home park to loop the proposed water main.
- Site survey, including boundary delineation.
- Vacuum test holes.
- Geotechnical investigation.
- Permitting coordination.
- Limited assistance during the bidding phase.

Key components for the Arrowhead Estates Mobile Home Park project include:

Water main Installation

- Design of approximately 7,720 linear feet (LF) of 8-inch ductile iron water main.
- Review of as-built drawings from the recently completed water main replacement project (PBCWUD Project No. 20-030) to determine the limits of prior work.
- Development of detailed construction plans enabling contractors to investigate and verify proper abandonment of existing water mains.

- Replacement of existing polyethylene service lines.
- Evaluate water meter and meter boxes conditions to determine the need for replacement.
- Installation of new fire hydrants in compliance with current code requirements.

Water main Abandonment and Removal

- Abandonment/Grouting of approximately 7,500 LF of existing 8-inch water main within the mobile home park.

Supporting Services

- Development of roadway restoration plans within the mobile home park.
- Site survey, including boundary delineation.
- Vacuum test holes.
- Geotechnical investigation.
- Permitting coordination.
- Limited assistance during the bidding phase.

Task 1 - Engineering Design Services - 30% Submittal and Design Technical Memorandum

The CONSULTANT shall coordinate subconsultants, Palm Beach County Water Utilities Department (PBCWUD) and Mobile Home Park Representatives to develop water main replacement plans. CONSULTANT and SUBCONSULTANTS shall conduct site survey, evaluation of existing conditions, review of COUNTY's geographic information system (GIS) records and as-builts, review of design criteria, preliminary design technical memorandum, and schematic design plans (30% level). Task shall commence upon a written Notice to Proceed (NTP) issued by PBCWUD and will include the following:

- 1.1 Project Kick-Off Meeting (one (1) Meeting)
Project kick-off meeting with County within fourteen (14) calendar days after the effective date of the Notice to Proceed. The meeting agenda shall include, but not be limited to, establishing appropriate contacts for each major project component, reviewing the objectives of the project, determining the location and availability of data related to the project, discussing a conceptual-level project schedule, discussing design criteria and preferences, and discussing equipment preferences. Consultant shall request and incorporate County's feedback. Consultant shall prepare minutes for the kick-off meeting
- 1.2 Coordination with Subconsultants (Survey and Geotechnical) – CONSULTANT shall coordinate with Surveyor and Geotechnical Subconsultants to obtain pertinent information for the Project. This coordination shall include on-site and online meetings and correspondence to ensure the scope of services and schedule is understood by the Subconsultant. CONSULTANT shall provide feedback obtained from COUNTY and Stakeholders for corrections or edits.
- 1.3 Obtain/Review Records Drawings through Sunshine 811 Design Ticket – CONSULTANT shall obtain a design ticket from the Sunshine 811 and collect as-builts for existing underground infrastructure from utility owners in the proposed locations.
- 1.4 Review of Survey, Verification Site Visits (two (2) visits) – CONSULTANT shall perform survey verification site visits to determine the surveyor obtained the necessary project information and the survey is representative of the existing site. Following the site visit,

CONSULTANT shall provide Subconsultant with comments.

- 1.5 Preliminary Design Technical Memorandum – CONSULTANT shall prepare Technical Memorandum summarizing findings and design recommendations for the water main replacement for the Mobile Home Parks. Preliminary Design Report shall include design criteria and evaluation of utility easements. The Preliminary Design Report contents shall include the following:
 - a. Evaluation of connection points.
 - b. Evaluation of limits of water main abandonment.
 - c. Discussion of the proposed preliminary design for each major component, including design criteria, material selections, and specific recommended design features.
 - d. Evaluation of utility easements.
 - e. Evaluation of site constraints.
- 1.6 Incorporate project records, as-builts, site survey into drawing base file – CONSULTANT shall develop an accurate base for the project locations using the survey, utility designations and as-builts.
- 1.7 Prepare Design Plans and Details - CONSULTANT shall prepare engineering design plans for the installation of the proposed water main and service connections. Engineering design plans shall incorporate all findings from the survey, utility locates and as-built review. Engineering Plans shall meet PBCWUD details and specifications, latest editions. The Design Plans shall include the following:
 - a. Existing Conditions Plans
 - b. Existing Water main abandonment limits
 - c. Aerial Crossing Demolition Plan/Details
 - d. Proposed Water main Plans/Details including aerial crossing, service lines, meters, fire hydrants, valving and utility easements.
 - e. Roadway Restoration Plans/Details
- 1.8 Subconsultant Tasks:

Topographic/Boundary Survey (Brown & Phillips Inc./Zeman Consulting Group LLC):

 - 1.8.1 Meeting and Coordination – SURVEYORS shall attend project meetings and coordination with CONSULTANT throughout the project.
 - 1.8.2 Compile existing Right-of-Way (R/W) and prepare base map – SURVEYOR will compile information from existing plats and deeds (per the Palm Beach County Property Appraiser Public Access (PAPA) website) and prepare a project base map showing existing R/W and any pertinent parcel information abutting the right-of-way.
 - 1.8.3 Horizontal Project Network Control – The survey will be oriented to Palm Beach County horizontal control (NAD 83/ 11 Adjustment). SURVEYORS will obtain the sectional and geodetic control information from the Palm Beach County Engineering and Public Works Survey Division.
 - 1.8.4 Vertical Project Network Control – A level run will be performed onsite using the existing Palm Beach County benchmarks (NAVD 1988). At least two (2)

benchmarks will be set onsite.

1.8.5 Section Ties and Property Ties – SURVEYORS shall perform a specific purpose survey will be done at the site tying in all visible and attainable fixed improvements and utilities.

1.8.6 Topography and Cross Sections – SURVEYORS shall locate all visible site features including but not be limited to buildings, pavement, walks, utilities, overhead wires (horizontal location only), outline of landscaped areas, lakes, canals and drainage structures. These locations will extend from within the right-of-way corridor to 10-feet outside the right-of-way. SURVEYORS will cross-section the proposed route at 25-feet intervals, with additional sections taken as needed along curved portions, or in areas that require additional shots to obtain an accurate depiction of the existing ground grades. SURVEYORS will locate sufficient points to give an accurate representation of the lay of the land.

1.8.7 As-builts – SURVEYORS will attempt to get as-built information on all the pipes leading out of any storm or sanitary sewer structures found. SURVEYORS will show invert elevations, pipe sizes and materials for all pipes located including outfall pipes.

1.8.8 Drawings – SURVEYORS shall develop an AutoCAD Civil 3D file depicting the results of the field survey and will include spot elevations for field collected data and 2D linework for surface features in the areas of interest. A signed and sealed PDF will be provided.

1.8.9 Title Services – SURVEYORS will coordinate efforts to provide title package with existing property records/utility easements adjacent to the proposed project improvements.

1.8.10 Legal Description and Sketch - SURVEYORS shall prepare three (3) legal descriptions and sketches for utility easements, if required. Legal Descriptions and Sketch shall be one (1) for Pioneer Mobile Home Park and two (2) for Tillman Mobile Home Park. These sketches will be based on the specific purpose survey prepared by Brown & Phillips Inc. All sketches will be consistent with the requirements of the City of Belle Glade and Florida Standards of Practice.

1.8.11 Canal Cross Sections (Tillmans Mobile Home Park Only) - Obtain two (2) cross sections (15-feet apart) along the Tabit Rd. (southwest corner of mobile home park property) for the proposed location of the aerial crossing over the canal.

Geotechnical Engineering, Pacifica Engineering Services (Pacifica):

1.9.1 Field Explorations – Pacifica will Mobilize Drill Equipment to the site, perform five (5) Standard Penetration Test (SPT) borings, each to a depth of 10 feet below existing grades (beg), and one (1) SPT boring to a depth of 50 feet beg at the CONSULTANT's designated locations along the proposed water main alignment. Pacifica will contact "Sunshine One-Call" Service to obtain underground public utility clearance.

1.9.2 Laboratory Testing – After the geotechnical field exploration is completed, Pacifica will review the soil samples and representative samples will be tested for physical properties such as gradation, moisture content and organic content, if deemed necessary.

1.9.3 Engineering Services – Pacifica will utilize the results from the laboratory testing to prepare a geotechnical engineering report that includes:

- a. A description of the site, fieldwork, laboratory testing, and general soil conditions encountered, together with a Boring Location Plan, and individual Test Boring Records.
- b. Site preparation considerations include geotechnical discussions regarding site stripping and subgrade preparation, and engineered fill/backfill placement.
- c. Deep foundation recommendation for the proposed pipe bridge, including pile axial and lateral capacities, and corresponding embedment depths.
- d. Bedding recommendations for the proposed pipeline, as well as general recommendations for potential Jack & Bore/HDD activities.
- e. Suitability of on-site soils for re-use as structural fill and backfill. Additionally, criteria for placement/compaction suitable fill materials will be provided.
- f. A PDF version of the geotechnical report will be prepared and submitted by email to PBCWUD and design team. If requested by the Client, additional hard copies can be provided. The geotechnical report will be reviewed, signed, and sealed by a registered Professional Engineer in the State of Florida.

CONSULTANT shall submit the findings to the PBCWUD for review in PDF format 120 calendar days following the issuance of the NTP. PBCWUD shall provide comments within 14 calendar days to the CONSULTANT. PBCWUD project manager shall be responsible for consolidating all review comments into a single matrix, listing each comment by document, or drawing number, to be transmitted to the CONSULTANT. Within seven (7) calendar days from receipt of comments, the CONSULTANT shall acknowledge and accept all comments or clearly justify in writing, for COUNTY review and concurrence, the reasons for not including any of them in the design. The CONSULTANT shall incorporate comments on the subsequent tasks.

Deliverables for this task shall include:

1. Preliminary Design Technical Memorandum (PDF Format)
2. Preliminary Design Plans (30%) (PDF Format)
3. Site Survey (PDF Format)
4. Title Search Results (Determination of Utility Easements) (PDF Format)
5. Geotechnical Engineering Report (PDF Format)

Task 2 - Engineering Design Services - 60% Submittal

Upon completion of Task 1, The CONSULTANT shall incorporate comments received from PBCWUD and develop the design drawings to a 60% completion level. Task 2 will include the following:

- 2.1 Coordination Meetings via MS Teams (three (3) meetings) – CONSULTANT shall attend coordination and progress meetings with PBCWUD and property owners. Coordination meetings shall be held to provide PBCWUD/owners with progress updates, requests for additional information, conflicts with private property, utility conflicts and schedule. Following the meeting, CONSULTANT shall provide PBCWUD with meeting minutes summarizing the items discussed.

- 2.2 Coordination with subconsultants (Vacuum Excavations) – Zeman Consulting Group LLC (Zeman) shall perform up to forty (40) vacuum test holes to verify the horizontal and vertical location of the existing utilities for the design of the proposed water main. Zeman will notify Sunshine 811 three (3) full business days in advance of excavation. Standard Maintenance of Traffic (MOT) is included.
- 2.3 Update Design Plans and Details – CONSULTANT shall update engineering design plans for the installation of the proposed water main based on the comments received from PBCWUD in the previous phase. The Design Plans shall include the following:
 - a. Existing Conditions Plans
 - b. Existing Water main abandonment limits
 - c. Aerial Crossing Demolition Plan/Details
 - d. Proposed Water main Plans/Details including aerial crossing, service lines, meters, fire hydrants, valving and utility easements.
 - e. Roadway Restoration Plans/Details
- 2.4 Prepare Opinion of Costs – CONSULTANT shall develop project opinion of costs estimate for the proposed engineering design. Cost estimate shall be prepared utilizing continuing construction contractor line items and costs.

Project is expected to be awarded to continuing construction contractor and therefore will not require project specifications.

CONSULTANT shall submit the 60% documents to the PBCWUD for review in PDF format 45 calendar days following the start of Task 2. PBCWUD shall provide comments within 14 calendar days to the CONSULTANT. PBCWUD project manager shall be responsible for consolidating all review comments into a single matrix, listing each comment by document, or drawing number, to be transmitted to the CONSULTANT. Within seven (7) calendar days from receipt of comments, the CONSULTANT shall acknowledge and accept all comments or clearly justify in writing, for COUNTY review and concurrence, the reasons for not including any of them in the design. The CONSULTANT shall incorporate comments on the subsequent tasks.

Deliverables for this task shall include:

- 1. Engineering Design Plans (PDF and CAD format)
- 2. Engineer's Opinion of Costs (PDF format)
- 3. Subsurface Utility Engineering Report (PDF format)

Task 3 - Engineering Design Services - 90% Submittal

Upon completion of Task 2, The CONSULTANT shall incorporate comments received from PBCWUD and develop the drawings to a 90% completion level. Task 3 shall include the following:

- 3.1 Coordination Meeting via MS Teams (three (3) meetings) – CONSULTANT shall attend coordination and progress meetings with PBCWUD and property owners. Coordination meetings shall be held to provide PBCWUD/owners with progress updates, requests for additional information, conflicts with private property, utility conflicts and schedule. Following the meeting, CONSULTANT shall provide PBCWUD with meeting minutes summarizing the items discussed.
- 3.2 Incorporate Vacuum Excavations into utility drawings – CONSULTANT shall review and incorporate the vacuum excavation reports into the water main design plans.

- 3.3 Update Design Plans and Details – CONSULTANT shall update engineering design plans for the installation of the proposed water main based on the comments received from PBCWUD in the previous phase. The Design Plans shall include the following:
 - a. Existing Conditions Plans
 - b. Existing Water main abandonment limits
 - c. Aerial Crossing Demolition Plan/Details
 - d. Proposed Water main Plans/Details including aerial crossing, service lines, meters, fire hydrants, valving and utility easements.
 - e. Roadway Restoration Plans/Details
- 3.4 Update Opinion of Costs – CONSULTANT shall update opinion of costs estimate for the proposed engineering design based on the comments received from PBCWUD in the previous phase. Cost estimate shall be prepared utilizing short list contractor line items and costs.
- 3.5 Prepare permit applications for signature – CONSULTANT shall prepare permit applications for all agencies having jurisdiction for the project and submit to PBCWUD for signature.
 - a. Florida Department of Environmental Protection (FDEP) / Health in Palm Beach County
 - b. City of Belle Glade – Plan Review

Project is expected to be awarded to continuing construction contractor and therefore will not require project specifications

CONSULTANT shall submit the 90% documents to PBCWUD for review in PDF format within 45 calendar days after the receipt of the Task 2 comments. PBCWUD shall provide comments within 14 calendar days to the CONSULTANT. The PBCWUD project manager shall be responsible for consolidating all review comments into a single matrix, listing each comment by document, or drawing number, to be transmitted to the CONSULTANT. Within seven (7) calendar days from receipt of comments, the CONSULTANT shall acknowledge and accept all comments or clearly justify in writing, for PBCWUD review and concurrence, the reasons for not including any of them in the design. The CONSULTANT shall incorporate comments in the subsequent phase.

Deliverables for this task shall include:

- 1. Revised Engineering Design Plans (PDF and CAD format)
- 2. Revised Engineer's Opinion of Costs (PDF format)
- 3. Permit Applications for Signature (PDF format)

Task 4 - Engineering Design Services - Permitting

Upon receipt of comments from the PBCWUD from Task 3, CONSULTANT shall prepare and submit for the permits to the regulatory agencies having jurisdiction on behalf of the PBCWUD. One application will be made for each Mobile Home Park. Task 4 shall include the following:

- 4.1 Permitting Submittals – CONSULTANT shall prepare submittals for the following agencies:
 - a. Florida Department of Environmental Protection (FDEP) / Health in Palm Beach County

b. City of Belle Glade – Plan Review

4.2 Update plans and respond to request for additional information (RAI) – As part of the permitting process, comments and RAIs shall be incorporated into a permitted set of Construction Documents. Drawings shall be revised using clouded revisions and numbers.

The permitting fees shall be paid by CONSULTANT. PBCWUD shall provide the CONSULTANT with supporting documentation as may be required by regulatory agencies. PBCWUD understands that permitting is outside the control of the CONSULTANT, and therefore 60 calendar days is an estimation to obtain the required permits.

Deliverables for this task shall include:

1. Permitted Engineering Design Plans (PDF and CAD format)
2. Project Permits/Approvals

Task 5 - Engineering Design Services - 100% Submittal

Upon receipt of approvals from Regulatory Agencies, CONSULTANT shall develop the drawings to a 100% completion level. Task 5 shall include the following:

- 5.1 Coordination Meeting via MS Teams (one (1) meeting) – CONSULTANT shall attend coordination and progress meeting with PBCWUD and property owners. Coordination meeting shall be held to provide PBCWUD/owners with progress updates, requests for additional information, conflicts with private property, utility conflicts and schedule. Following the meeting, CONSULTANT shall provide PBCWUD with meeting minutes summarizing the items discussed.
- 5.2 Finalize Design Plans and Details – CONSULTANT shall finalize engineering design plans for the installation of the proposed water main replacement for three Mobile Home Parks based on the comments received from PBCWUD and Regulatory Agencies in the previous phase. The Design Plans shall include the following:
 - a. Existing Conditions Plans
 - b. Existing Water main abandonment limits
 - c. Aerial Crossing Demolition Plan/Details
 - d. Proposed Water main Plans/Details including aerial crossing, service lines, meters, fire hydrants, valving and utility easements.
 - e. Roadway Restoration Plans/Details
- 5.3 Finalize Opinion of Costs – CONSULTANT shall finalize project opinion of costs estimate for the proposed engineering design based on the comments received from PBCWUD and Regulatory Agencies in the previous phase. Cost estimate shall be prepared utilizing short list contractor line items and costs.

Project is expected to be awarded to continuing construction contractor and therefore will not require project specifications

CONSULTANT shall submit the 100% Construction and Bidding Documents, Permits and Cost Estimate to PBCWUD for Bidding within 30 calendar days of receiving all the required permits for this project.

Deliverables for this task shall include:

1. Finalized Engineering Design Plans (PDF and CAD format)
2. Finalized Engineer's Opinion of Costs (PDF format)

Task 6 – Limited Bidding Assistance

CONSULTANT shall assist PBCWUD in reviewing bid proposals from contractors. The PBCWUD project manager shall be responsible for distributing bid documents and scheduling the bid review meeting. The CONSULTANT shall perform the following:

- 6.1 Coordination Meeting via MS Teams (one (1) meeting) – CONSULTANT shall attend pre-bid meeting with PBCWUD and prospective bidders to discuss project contract documents and answer questions from prospective bidders. Following the meeting, CONSULTANT shall provide PBCWUD with meeting minutes summarizing the items discussed.
- 6.2 Review and Respond to Contractor's questions – CONSULTANT shall review and assist PBCWUD in responding to Contractor's questions during the bidding process. CONSULTANT shall provide revised contract documents if required by questions received.
- 6.3 Review Contractor's construction estimates – CONSULTANT shall review Contractor's estimates of construction for accuracy. CONSULTANT shall review cost estimates and provide PBCWUD with findings and recommendations.

Deliverables for this task shall include:

1. Technical Memorandum of Bid Estimate review findings and recommendations
2. Updated Construction Engineering Design Plans (PDF and CAD format)
3. Pre-Bid Meeting Minutes (PDF Format)

ATTACHMENT B

SUMMARY AND STATUS OF CONSULTANT SERVICES AUTHORIZATIONS

ATTACHMENT C

OEBO SCHEDULE 1

Office of Equal Business Opportunity Compliance Programs

OEBO SCHEDULE 1*

SOLICITATION/PROJECT/BID NAME:	Belle Glade Mobile Home Parks Watermain Replacement		SOLICITATION/PROJECT/BID NO.:	26-001
SOLICITATION OPENING/SUBMITTAL DATE:	N/A		COUNTY DEPARTMENT: Palm Beach County Water Utilities 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:	Thompson & Associates, Inc. Civil Engineering	ADDRESS:	500 S. Australian Avenue, Suite 623, West Palm Beach, Florida 33401	
CONTACT PERSON:	James F Thompson, PE	PHONE NO.:	954-761-1073	E-MAIL: jim@thompson-inc.com
PRIME'S DOLLAR AMOUNT OR PERCENTAGE OF WORK:	\$541,850.00		Non-SBE	<input type="checkbox"/>
SBE Prime's must include their percentage or dollar amount in the Total Participation line under section B.				
Section B PLEASE LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY ALL SUBCONTRACTORS/SUBCONSULTANTS ON THE PROJECT BELOW:				

Subcontractor/Sub consultant Name	(Check all Applicable Categories)		<u>DOLLAR AMOUNT OR</u> <u>PERCENTAGE OF WORK</u>
	Non-SBE	SBE	
1. Brown & Phillips, Inc.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$80,325.80
2. Pacifica Engineering Services, LLC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$14,089.00
3. Zeman Consulting Group, LLC	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$63,642.64
4.	<input type="checkbox"/>	<input type="checkbox"/>	
5.	<input type="checkbox"/>	<input type="checkbox"/>	
(Please use additional sheets if necessary)			Total \$158,057.44
Total Bid/Offer Price \$	\$699,907.44		Total Certified SBE Participation \$ <u>\$699,907.44</u>

I hereby certify that the above information is accurate to the best of my knowledge: James F. Thompson, P.E. 
 Total Bid/Offer Price \$ \$699,907.44 Total Certified SBE Participation \$ \$699,907.44

Note:

1. 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.
2. 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.
3. Modification of this form is not permitted and will be rejected upon submittal.
4. 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.

Name & Authorized Signature  Title

ATTACHMENT C

OEBO SCHEDULE 2

Office of Equal Business Opportunity
Compliance Programs

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: 26-001

SOLICITATION/PROJECT NAME: Belle Glade Mobile Home Parks Watermain Replacement

Prime Contractor: Thompson & Associates, Inc. Civil Engineering Subcontractor: Thompson & Associates, Inc. Civil Engineering
(Check box(s) that apply)

SBE Non-SBE Supplier

Date of Palm Beach County Certification (if applicable): 3/24/25 to 3/23/28

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	Engineering Design Services (Tasks I - V)	\$529,860.00	1		\$529,860.00
2	Bidding Assistance (Task VI)	\$9,240.00	1		\$9,240.00
3	Reimbursable	\$2,750.00	1		\$2,750.00

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: \$541,850.00

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: _____

Thompson & Associates, Inc. Civil Engineering

Print Name of Prime

By: James Thompson

Authorized Signature

James F Thompson, P.E.

Print Name

President

Title

Date: 12/15/2025

Thompson & Associates, Inc. Civil Engineering

Print Name of Subcontractor/subconsultant

By: James Thompson

Authorized Signature

James F Thompson, P.E.

Print Name

President

Title

Date: 12/15/2025

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: 26-001

SOLICITATION/PROJECT NAME: Belle Glade Mobile Home Parks Watermain Replacement

Prime Contractor: Thompson & Associates, Inc. Civil Engineering Subcontractor: Brown & Phillips, Inc.
(Check box(s) that apply)

SBE Non-SBE Supplier

Date of Palm Beach County Certification (if applicable): 1/31/25-1/30/28

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	Task #1 - Pioneer Mobile Home Park Survey	\$55,621.60	1		\$55,621.60
1	Task #1 - Tillmans Mobile Home Park Survey	\$24,704.20	1		\$24,704.20

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: \$80,325.80

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: _____

Thompson & Associates, Inc. Civil Engineering

Print Name of Prime

By: James F. Thompson
 Authorized Signature

James F Thompson, P.E.

Print Name

President

Title

Date: 11/25/2025

Brown & Phillips, Inc.

Print Name of Subcontractor/subconsultant

By: Anthony S. Brown
 Authorized Signature

Anthony S. Brown

Print Name

CEO

Title

Date: 11/25/2025

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: 26-001

SOLICITATION/PROJECT NAME: Belle Glade Mobile Home Parks Watermain Replacement

Prime Contractor: Thompson & Associates, Inc. Civil Engineering Subcontractor: Zeman Consulting Group, LLC
(Check box(s) that apply)

SBE Non-SBE Supplier

Date of Palm Beach County Certification (if applicable): 09/16/24 - 09/15/27

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	Task I - Arrowhead Estates Mobile Home Park Survey	\$34,145.20	1		\$29,877.76
1	Task II - Subsurface Utility Engineering (Designations and Test Holes)	\$35,877.76	1		\$33,764.88

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: \$63,642.64

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: _____

Thompson & Associates, Inc. Civil Engineering

Print Name of Prime

By: James Thompson
 Authorized Signature

James F Thompson, P.E.

Print Name

President

Title

Date: 11/26/2025

Zeman Consulting Group LLC

Print Name of Subcontractor/subconsultant

By: Michael Ross
 Authorized Signature

Michael Ross

Print Name

Manager

Title

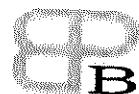
Date: 11/26/2025

ATTACHMENT D

PROJECT SCHEDULE

The completion dates for this work will be as follows (starting from CONSULTANT'S receipt of Notice to Proceed).

<u>Engineering Services</u>	<u>Completion Date from Notice to Proceed</u>
TASK 1 – Preliminary Site Investigation	120
County Review Time	134
TASK 2 – Engineering Design Services - 60% Submittal	179
County Review Time	193
TASK 3 – Engineering Design Services - 90% Submittal	238
County Review Time	252
TASK 4 – Engineering Design Services - Permitting	312
TASK 5 – Engineering Design Services - 100% Submittal	342
TASK 6 – Bidding Assistance	372



October 27, 2025

Mr. Noel Rodriguez
Thompson & Associates Inc.
412 S.E. 18th Street
Fort Lauderdale, FL 33316

Re: Pioneer Mobile Home Park Water Main Replacement – 190 State Highway 715, Belle Glade Specific Purpose Survey

Dear Noel:

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

SCOPE OF SERVICES

I. RIGHT-OF-WAY

We will compile information from existing plats, deeds (per the PAPA website), and title report and prepare a project base map showing the existing right-of-way and any pertinent parcel information abutting the right-of-way.

II. HORIZONTAL PROJECT NETWORK CONTROL

The survey will be oriented to Palm Beach County horizontal control (NAD 83/11 Adjustment). We will obtain the sectional and geodetic control information from the Palm Beach County Survey Department.

III. VERTICAL PROJECT NETWORK CONTROL

A level run will be performed onsite using the existing Palm Beach County benchmarks (NAVD 1988). At least two benchmarks will be set onsite.

IV. TIE IN IMPROVEMENTS AND CROSS SECTIONS

A specific purpose survey for water main replacement, will be done at the site tying in all visible and attainable fixed improvements and utilities. This will include but not be limited to buildings, pavement, walks, utilities, overhead wires (horizontal location only), outline of landscaped areas, lakes, canals and drainage structures. These locations will extend from the paved mobile home park roads to 10' outside the edge of pavement (not the interior of the mobile home sites). We will cross-section the proposed route at 25' intervals, with additional sections taken as needed along curved portions, or in areas that require additional shots to obtain an accurate depiction of the existing ground grades. We will locate sufficient points to give an accurate representation of the lay of the land. The approximate limits are outlined in green on Attachment 'B', and will include the following from your email dated October 24, 2025:

1860 Old Okeechobee Road • Suite 509 • West Palm Beach, Florida 33409

PROPOSALS BY COMPANY: Thompson & Associates Belle Glade Mobile Home Park WM Replacement, Belle Glade - Specific Purpose Survey.doc

- Topo 25'x25' area within median of S. Main Street centered on existing tee/valve, required to cut and cap existing 6" water main
- Topo area near existing meter needed to connect new water main (northern connection).
- Survey Aerial for demo, 25' wide, from edge of pavement to canal top of bank, and top of bank to property line, no canal cross section is proposed.
- Locate existing valve for connection.
- Within mobile home park, grades along roadway ±25' section, ±10' outside edge of pavement, locate above ground infrastructure, locate all water main meters (approximately 285), visible utilities, pavement striping, manhole rims and inverts.

V. AS-BUILT

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

VI. TREE SURVEY

We will locate trees 4 inches in diameter or larger within the survey corridor. Trees will be measured at breast height. Hedges and ground cover will not be located or shown on the survey. Exotic trees such as Melaleuca, Brazilian pepper and Australian pine will not be located or shown on the survey. We will identify the various types of trees located on this site based on common knowledge of tree species. A qualified landscape architect should be employed for positive identification of tree species. We will then produce a drawing showing all the trees located. We will provide you with signed and sealed hard copies and an AutoCAD file of the trees located.

VII. TITLE WORK

We will contract with Caldwell Pacetti Attorney's Title Services to provide the title package with existing property records / utility easements adjacent to the proposed project improvements. They will perform this service at a rate not exceeding \$1,000.00. We will review the title report and add the information to the survey.

VIII. ITEMS NOT INCLUDED

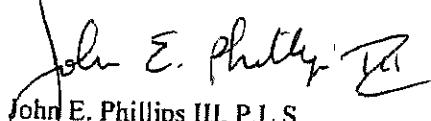
The proposed specific purpose survey will **not** include the following items:

- Location of underground utilities (sub-surface designation)
- Sub-surface foundations of structures
- Storm and sanitary sewer inverts of recessed or debris-filled structures
- Roof drains
- Sprinkler heads
- Overhead clearances (signal heads, wires, bridges, roofs, overhangs, walkways, etc.)
- Temporary features such as trailers, movable barriers/fences, solar lighting, etc.
- Not a boundary survey

IX. CLOSURE

A drawing will be produced which will show all the features located. We propose to provide Thompson & Associates, Inc. with hard copies, a digitally signed PDF file, and an AutoCAD file in the version requested. We will perform the scope of services for an **hourly not to exceed fee of \$55,621.60** (\$54,021.60 for the survey, \$600.00 for the legal description and sketch, plus an estimated \$1,000.00 for title services (see Attachment 'A' for an hourly breakdown). Please do not hesitate to call me with any questions you might have regarding this proposal. We look forward to working with you on this project.

Brown & Phillips, Inc.


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

Attachment

JEP/mb

This Proposal accepted this _____ day of _____, 2025

By: _____
Thompson & Associates Inc.

Print Name: _____

Title: _____



BROWN & PHILLIPS, Inc.
PROFESSIONAL SURVEYING SERVICES

ATTACHMENT 'A'

Pioneer Mobile Home Park Water Main Replacement – 190 State Highway 715, Belle Glade

Type of Survey: Route Topographic
Size: 8600'± (plus the cap & tie-in areas)
Date: October 27, 2025

TASK	SURVEY CREW	CADD TECH	SURVEY TECH	PLS	COMMENTS
Meetings and Coordination				2	
Compile existing right-of-way/boundary and prepare base map			24	6	Review Title
Horizontal Project Network Control	12		2		Establish horizontal control
Vertical Project Network Control	20		3	1	Set benchmarks along the corridor
Section Ties and Property Ties	10		3	1	Tie in adjoining property corners
Topography and Cross Sections	180		20	10	Locate all above ground features, including planted trees in the survey corridor, 25' cross sections & spot elevs.
As-builts	20		2		As-built storm and sanitary structures
Drawing		90	8	5	Prepare specific purpose survey (18 sheets ±)
Total Hours:	242	90	62	25	
Rate/Hour	\$151.80	\$93.00	\$93.00	\$126.00	
Subtotal:	\$36,735.60	\$8,370.00	\$5,766.00	\$3,150.00	
Total Labor Cost:					\$54,021.60

Other Direct Costs:

	quantity	unit	cost/unit	total	
Title Services	1	LS	\$1,000.00	\$1,000.00	(not to exceed)
Legal Description and Sketch	1	each	\$600.00	\$600.00	
Total Other Direct Costs:					\$1,600.00

TOTAL PRICE

\$55,621.60



November 25, 2025

Mr. Noel Rodriguez
Thompson & Associates Inc.
412 S.E. 18th Street
Fort Lauderdale, FL 33316

Re: Tillmans Mobile Home Park Water Main Replacement – 1608 SE Avenue G, Belle Glade Specific Purpose Survey

Dear Noel:

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

SCOPE OF SERVICES

I. RIGHT-OF-WAY

We will compile information from existing plats, deeds (per the PAPA website) and title report and prepare a project base map showing the existing right-of-way and any pertinent parcel information abutting the right-of-way.

II. HORIZONTAL PROJECT NETWORK CONTROL

The survey will be oriented to Palm Beach County horizontal control (NAD 83/11 Adjustment). We will obtain the sectional and geodetic control information from the Palm Beach County Survey Department.

III. VERTICAL PROJECT NETWORK CONTROL

A level run will be performed onsite using the existing Palm Beach County benchmarks (NAVD 1988). At least two benchmarks will be set onsite.

IV. TIE IN IMPROVEMENTS AND CROSS SECTIONS

A specific purpose survey will be done at the site tying in all visible and attainable fixed improvements and utilities. This will include but not be limited to buildings, pavement, walks, utilities, overhead wires (horizontal location only), outline of landscaped areas, lakes, canals and drainage structures. These locations will extend from the paved mobile home park roads to 10' outside the edge of pavement. We will cross-section the proposed route at 25' intervals, with additional sections taken as needed along curved portions, or in areas that require additional shots to obtain an accurate depiction of the existing ground grades. We will locate sufficient points to give an accurate representation of the lay of the land. The approximate limits are outlined in red on Attachment 'B', and will include the following from your email dated September 19, 2025:

1860 Old Okeechobee Road • Suite 509 • West Palm Beach, Florida 33409

PROPOSALS BY COMPANY: Thompson & Associates, Inc. • Date: 11/25/2025 • File Name: Tillmans Mobile Home Park WM Replacement - Specific Purpose Survey.doc

- Within mobile home park, grades along roadway $\pm 25'$ section, $\pm 10'$ outside edge of pavement, locate above ground infrastructure, locate all water main meters (approximately 50), visible utilities, pavement striping, manholes rims and inverts.
- Along Tabit Road $\pm 25'$ section, from west R/W to edge of pavement, locate above ground infrastructure, locate proposed valve.
- Locate proposed valves just north of R/W of SE Avenue G.
- Two (2) canal sections (15' apart) for aerial crossing.
- For southern properties, extend survey from property line to 15' south (if utility easement is granted).

V. AS-BUILT

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

VI. TREE SURVEY

We will locate trees 4 inches in diameter or larger within the survey corridor. Trees will be measured at breast height. Hedges and ground cover will not be located or shown on the survey. Exotic trees such as Melaleuca, Brazilian pepper and Australian pine will not be located or shown on the survey. We will identify the various types of trees located on this site based on common knowledge of tree species. A qualified landscape architect should be employed for positive identification of tree species. We will then produce a drawing showing all the trees located. We will provide you with signed and sealed hard copies and an AutoCAD file of the trees located.

VII. LEGAL DESCRIPTIONS AND SKETCHES

We will prepare legal descriptions and sketches for utility easements, if required. These sketches will be based on the specific purpose survey prepared by this office. All sketches will be consistent with the requirements of the City of Belle Glade and Florida Standards of Practice. We have estimated three (3) parcels for this project at \$600.00 each totaling \$1,800.00.

VIII. TITLE WORK

We will contract with Caldwell Pacetti Attorney's Title Services to provide the title package with existing property records / utility easements adjacent to the proposed project improvements. They will perform this service at a rate not exceeding \$1,000.00. We will review the title report and add the information to the survey.

IX. ITEMS NOT INCLUDED

The proposed specific purpose survey will not include the following items:

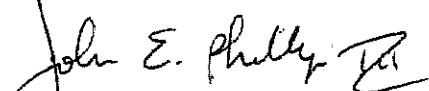
- Location of underground utilities (sub-surface designation)
- Sub-surface foundations of structures

- Storm and sanitary sewer inverts of recessed or debris-filled structures
- Roof drains
- Sprinkler heads
- Overhead clearances (signal heads, wires, bridges, roofs, overhangs, walkways, etc.)
- Temporary features such as trailers, movable barriers/fences, solar lighting, etc.
- Not a boundary survey

X. CLOSURE

A drawing will be produced which will show all the features located. We propose to provide Thompson & Associates, Inc. with hard copies, a digitally signed PDF file, and an AutoCAD file in the version requested. We will perform the scope of services for an **hourly not to exceed fee of \$24,704.20** (\$21,904.20 for the survey, plus an estimated \$1,000.00 for title services and \$1,800.00 for three legal descriptions and sketches, if needed), see Attachment 'A' for an hourly breakdown. Please do not hesitate to call me with any questions you might have regarding this proposal. We look forward to working with you on this project.

Brown & Phillips, Inc.


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

Attachment

JEP/mb

This Proposal accepted this _____ day of _____, 2025

By:

Thompson & Associates Inc.

Print Name: _____

Title: _____



BROWN & PHILLIPS, Inc.
PROFESSIONAL SURVEYING SERVICES

ATTACHMENT 'A'

Tillmans Mobile Home Park Water Main Replacement – 1608 SE Avenue G, Belle Glade

Type of Survey: Route Topographic

Size: 1200'±

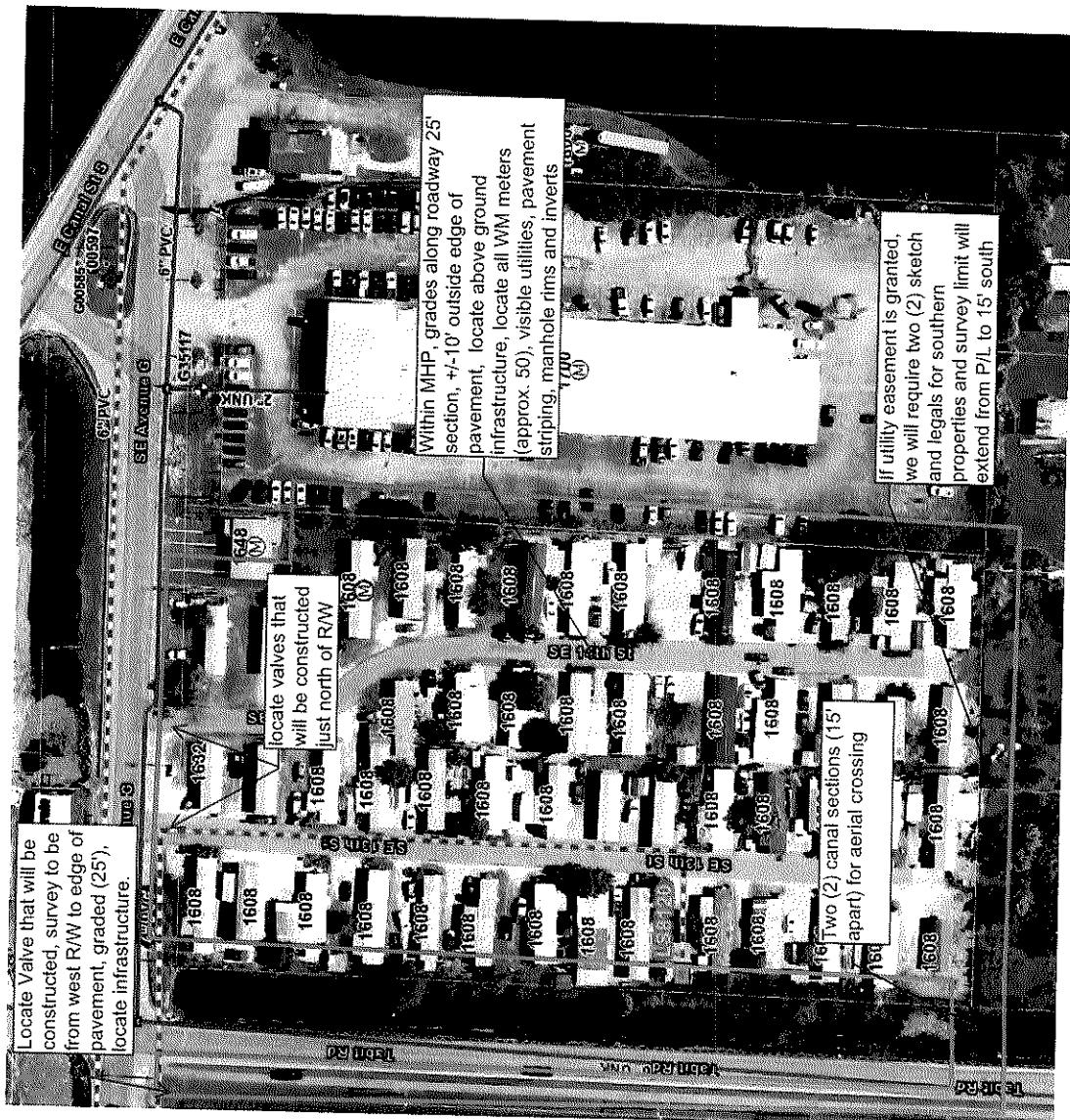
Date: November 25, 2025

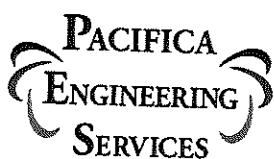
TASK	SURVEY CREW	CADD TECH	SURVEY TECH	PLS	COMMENTS
Meetings and Coordination				1	
Compile existing right-of-way/title and prepare base map			16	4	Review title. Work up properties.
Horizontal Project Network Control	8		1		Establish horizontal control
Vertical Project Network Control	10		2		Set benchmarks along the corridor
Section Ties and Property Ties	5		2	1	Tie in adjoining property corners
Topography and Cross Sections	32		6	3	Locate all above ground features, including planted trees in the survey corridor, 25' cross sections & spot elevs.
Tabit Road & 15' strip south of site - topo and cross sections	24		3	1	
Canal Cross Sections (2)	7		1		2 canal sections 15' apart for aerial crossing
As-builts	3				As-built storm and sanitary structures
Drawing		38	5	2	Prepare specific purpose survey
Total Hours:	89	38	36	12	
Rate/Hour	\$151.80	\$93.00	\$93.00	\$126.00	
Subtotal:	\$13,510.20	\$3,534.00	\$3,348.00	\$1,512.00	
Total Labor Cost:					\$21,904.20

Other Direct Costs:

	quantity	unit	cost/unit	total	
Title Services	1	LS	\$1,000.00	\$1,000.00	(not to exceed)
Legal Description and Sketch	3	each	\$600.00	\$1,800.00	
Total Other Direct Costs:					\$2,800.00
TOTAL PRICE					\$24,704.20

Attachment 'B'





October 24, 2025

Thompson & Associates
412 S.E. 18th Street
Fort Lauderdale, Florida 33316

Attention: Mr. Noel Rodriguez, P.E., Senior Project Manager
Email : noel@thompson-inc.com
Phone : (954) 675-3327

Re: **Proposal for Geotechnical Engineering Services
Belle Glades Mobile Home Parks (MHP) Water Main (WM) Replacement
Belle Glade, Florida 33430
PACIFICA Proposal No.: 610-120113604**

Dear Mr. Rodriguez,

In accordance with your email dated September 23, 2025, **Pacifica Engineering Services, LLC (PACIFICA)**, is pleased to submit this proposal to perform a subsurface exploration program for the above referenced project. Included herein is our understanding of the proposed development along with a scope of services, cost estimate and anticipated schedule to conduct a geotechnical engineering study.

We understand that plans for this project include the installation of a new 8" water main pipeline within the existing Pioneer, Tillmans, and Arrowhead Estates MHP in Belle Glade, Florida. At one location (Tillman MHP) the proposed pipeline, reportedly, will cross the existing canal and will be supported by pipe bridge founded on deep foundation system consisting of 14-inch square prestressed precast concrete piles.

As requested, we propose to perform the following services:

- Ten (10) Standard Penetration Test (SPT) borings, each to a depth of 10 feet below existing grades (beg), and one (1) SPT boring to a depth of 50 feet beg at the Client designated locations along the proposed water main alignments.

Field boring locations will be located using handheld GPS. The SPT boring will be performed with truck-mounted machinery using rotary drilling procedures, in the approximate locations as noted by your office on the site plan forwarded to us. Samples of the in-place materials will be recovered with a standard split barrel driven with a 140-pound hammer falling 30 inches (the Standard Penetration Test in accordance with ASTM D1586). After completion of drilling, all boreholes will be grouted and the site generally cleaned, as required.

Underground utility clearance will be required prior to commencing the drilling of the borings. Therefore, PACIFICA will contact "Sunshine One-Call" Service to obtain underground public utility clearance. **If the service is not declined, PACIFICA will conduct Ground Penetrating Radar (GPR) to identify any private utilities in the areas of the boring locations.** If private utilities are known, PACIFICA assumes that the locations of these utilities will be marked in the field prior to mobilization.

After the geotechnical field exploration is completed, a geotechnical engineer will review the soil samples

and representative samples will be tested for physical properties such as gradation, moisture content and organic content, if deemed necessary. The results of our work will be transmitted in a report which will specifically contain information listed below:

- A description of the site, fieldwork, laboratory testing, and general soil conditions encountered, together with a Boring Location Plan, and individual Test Boring Records.
- Site preparation considerations that include geotechnical discussions regarding site stripping and subgrade preparation, and engineered fill/backfill placement.
- Deep foundation recommendation for the proposed pipe bridge, including pile axial and lateral capacities, and corresponding embedment depths.
- Bedding recommendations for the proposed pipeline, as well as general recommendations for potential Jack & Bore/HDD activities.
- Suitability of on-site soils for re-use as structural fill and backfill. Additionally, criteria for placement/compaction suitable fill materials will be provided.
- A pdf version of the geotechnical report will be prepared and submitted by email to the Client and design team. If requested by the Client, additional hard copies can be provided. The geotechnical report will be reviewed, signed, and sealed by a registered Professional Engineer in the State of Florida.

Our study can begin within about 3 weeks after we receive authorization to proceed. We will start drilling after underground utilities have been located and identified, which may take 2-4 business days/site. The field drilling should be completed within 1-2 workdays. The written report of the subsurface exploration will be available within two weeks following the field demobilization. We estimate that our study will be completed within 5 weeks from your notice to proceed.

Based on our general knowledge of the subsurface conditions at the site and our understanding of your requirements, we propose completing the subsurface exploration and geotechnical engineering evaluation described herein for an estimated fee of **\$14,089.00**. Fees for GPR Services are included in the lump sum price. The geotechnical work proposed herein will be carried out in accordance with our General Conditions which are attached hereto.

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

Respectfully submitted,

Pacifica Engineering Services

Florida Certification of Authorization License No. 32328



Andre Kniazeff, P.E.
Chief Geotechnical Engineer

Attachments: Cost Breakdown

COST BREAKDOWN

24-Sep-25

	DESCRIPTION	UNIT	# OF	UNIT	TOTAL
I. FIELD EXPLORATIONS					
58	Mobilization of Drill Equipment to Project (Minimum Charge) : 100 mile travel	each	3.0	\$450.00	\$1,350.00
	Soil Test Borings with Truck Mounted Rig (ASTM D-1586) - 0 to 50 Feet	feet	150.0	\$16.00	\$2,400.00
	Casing (3 in) - Truck Mounted Rig - 0 to 50 feet	feet	150.0	\$10.00	\$1,500.00
II. LABORATORY TESTING					
	Determination of Organic Content				\$0.00
	Natural Moisture Content	each	11.0	\$55.00	\$605.00
	Wash No. 200 Sieve (ASTM D-1140)	each	30.0	\$20.00	\$600.00
III. ENGINEERING SERVICES					
	Principal Engineer, P.E.	hour	2.0	\$200.00	\$400.00
	Senior Geotechnical Engineer	hour	12.0	\$180.00	\$2,160.00
	Staff Engineer	hour	18.0	\$93.00	\$1,674.00
	Senior Engineering Technician (Site Reconnaissance, Boring Layout and Underground)	hour	16.0	\$100.00	\$1,600.00
ESTIMATED GEOTECHNICAL FEE FOR THE PROJECT					\$14,089.00

Job Class	Raw Rate	Multiplier	Burdened Rate
Principal Engineer	\$66.67	3.00	\$200.00
Senior Engineer	\$60.00	3.00	\$180.00
Engineer, P.E.	\$49.00	3.00	\$147.00
Staff Engineer	\$31.00	3.00	\$93.00
Senior Engineering Technician	\$33.33	3.00	\$100.00
Engineering Technician	\$21.67	3.00	\$65.00
Drafter / CADD	\$31.33	3.00	\$94.00
Multiplier Capped at 3.0			

October 24, 2025

Noel Rodriguez, PE
Thompson and Associates
500 S. Australian Avenue, Suite 623
West Palm Beach, FL 33401

Subject: P25043 Arrowhead Estates Survey Support

OVERVIEW:

Zeman Consulting Group to provide survey services in support of a proposed watermain replacement located in Arrowhead Estates in Belle Glades, Florida. See exhibit "A" of this proposal for survey limits.

SCOPE OF SERVICES:

- Perform a boundary survey delineating the limits of ownership based on information obtained from the public records and title report.
- Obtain topographic data of the existing roadway within the project limits (approx. 6800 linear feet). Limits will extend 10' beyond the edge of pavement and will include the front corners of each trailer structure.
- Locate approximately 175 water meters within the park site.
- Locate any surface evidence of existing subsurface utilities within 10' of the asphalt roadway and within the roadway.
- Locate existing drainage structures within the internal roadway. Obtain rim elevation, pipe inverts, pipe sizes, and any other information related to the structure. Assume 25 structures.
- Plot any easements related to the existing watermain within the property based on information obtained from the public records. A title search will be performed.
- Deliverable to include a AutoCAD Civil3D file depicting the results of the field survey and will include spot elevations for field collected data and 2D linework for surface features in the areas of interest. A signed and sealed PDF will be provided.

CLIENT RESPONSIBILITIES:

- Assist with any access issues for the various areas within the project limits.

COMPENSATION:

- A lump sum fee of **\$33,764.88**

Thank you for the opportunity to offer a proposal as outlined above and we look forward to working with you on this project.

Sincerely,



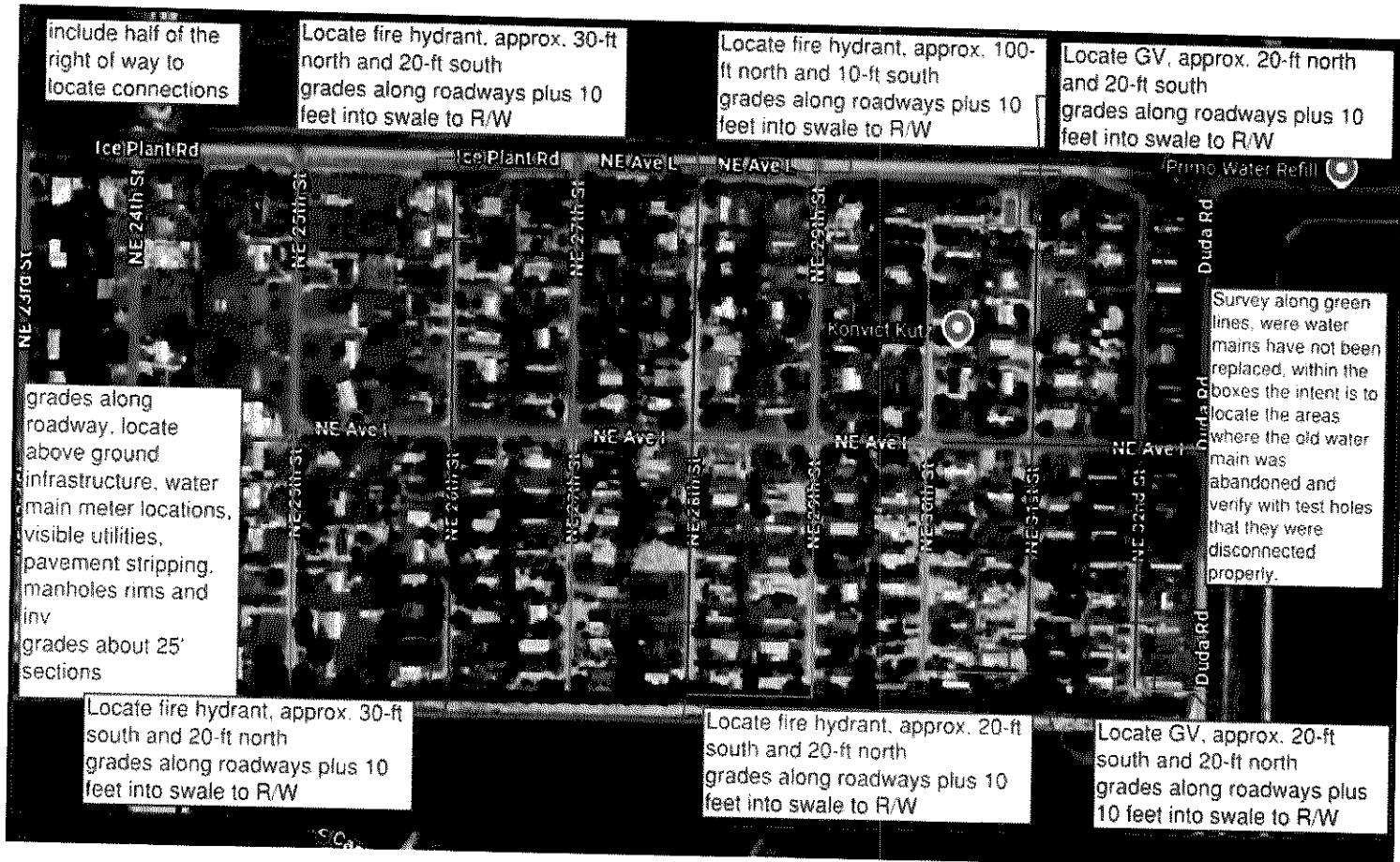
Michael Ross, PSM
Vice President - Zeman Consulting Group

Accepted By: _____

(Authorized Signature)

Print Name: _____ Title: _____

EXHIBIT "A"



ESTIMATE WORKSHEET

CLIENT NAME : Thompson and Associates

LOCATION: Arrowhead Estates

SERVICES: Topographic Survey and Test Holes

DATE: 10/24/2025

ESTIMATOR: Ross

SURVEY SERVICES

ROLE	SENIOR PGM	PGM	HS SURVEY TECH	CADD TECHNICIAN	1 PERSON CREW	2 PERSON CREW	UTILITY CREW	GPS SURVEY CREW	TOTALS
RATE	\$ 190.16	\$ 140.87	\$ 105.48	\$ 76.18	\$ 235.87	\$ 174.34	\$ 68.00	\$ 192.74	\$ 109.34
SURVEY SERVICES									
Project Management		2	4	4					
HV Controls and Mt. Targets			12	8					24
Mobile Lidar Mobilization				4					12
Boundary Survey		12		4					24
Locate Water Meters (175)				4					24
Topographic Survey				3					20
Drainage Survey (25)				2					
Extraction					50				
Mapping					40				
QAC/C Field Review		2		8					
SURVEY SUB-TOTAL	\$ 190.16	\$ 210.32	\$ 340.46	\$ 635.20	\$ -	\$ 16,135.36	\$ -	\$ -	\$ 34,764.88
Labor Subtotal									
Sub-TOTAL	\$ -	\$ -	\$ -	\$ -					
DIRECT COSTS	\$ -	\$ -	\$ -	\$ -					
TOTAL HOURS	0	0	16	16	35	90	0	104	0
TOTAL EXPENSES	\$ -	\$ -	\$ -	\$ 249					

Labor Classification and Hourly Rate										GRAND TOTAL	\$ 34,764.88		
ROLE	PSM	SEZ	PSM SURVEYOR	HS SURVEY TECH	CADD TECHNICIAN	2 PERSON CREW	3 PERSON CREW	2 PERSON CREW	1 PERSON CREW	LOCATION MANAGER	UTILITY CREW	GPS SURVEY CREW	3D LASER SCAN CREW
Max Raw Rate (Exhibit B)	\$ 64.90	\$ 48.08	\$ 36.00	\$ 26.00	\$ 80.50	\$ 59.50	\$ 68.00	\$ 32.45	\$ 74.50	\$ 84.50			
Multiplier	2.93	2.93	2.93	2.93	2.93	2.93	2.93	2.93	2.93	2.93	2.93	2.93	
Max Bill Rate	\$ 190.16	\$ 140.87	\$ 105.48	\$ 76.18	\$ 235.87	\$ 174.34	\$ 192.74	\$ 95.08	\$ 218.29	\$ 247.59			

October 24, 2025

Noel Rodriguez, PE
Thompson and Associates
500 S. Australian Avenue, Suite 623
West Palm Beach, FL 33401

Subject: P25043 Belle Glade Mobile Home Parks SUE Support

Overview: Zeman Consulting Group shall perform Subsurface Utility Engineering (SUE) services described hereon in accordance with the Standards of Practice set forth in Chapter 5J-17.050 of the Florida Administrative Code, pursuant to Chapter 472.027 of the Florida Statutes and/or the ASCE Standard 38-22, Quality Level B and A (if included), "Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data".

Scope of Work: Perform utility designation and Quality Level "A" test holes in support of the above project. Zeman Group will mark the conductive utilities by inductive methods utilizing electromagnetic geophysical prospecting equipment. Known non-conductive utilities will be marked utilizing 2-D Radar (GPR). Forty (40) test holes will be performed at the direction of the EOR to verify the horizontal and vertical location of specified utilities. Zeman Group will notify Sunshine 811 3 full business days in advance of excavation.

Basis and Assumptions:

- Zeman Group will have ready access to the project area.
- Standard Maintenance of Traffic (MOT) is included. Extraordinary MOT such as lane closures, route detouring, crash trucks, off-duty police officer, railroad flagging fees and other efforts deemed atypical are not included.

Client Responsibilities:

- Provide or facilitate access to the project area for field investigations.

Deliverables: Zeman Consulting Group will provide forty (40) test hole reports depicting the results of the field investigation.

Compensation: Limiting Amount Fee: \$29,877.76

Thank you for the opportunity to offer a proposal as outlined above and we look forward to working with you on this project.

Sincerely,



Michael Ross, PSM
Vice President - Zeman Consulting Group

Accepted By: _____

(Authorized Signature)

Print Name: _____ Title: _____

ESTIMATE WORKSHEET

CLIENT NAME : Thompson and Associates
LOCATION: Belle Glade MH Parks {3} Locations

ATTACHMENT F

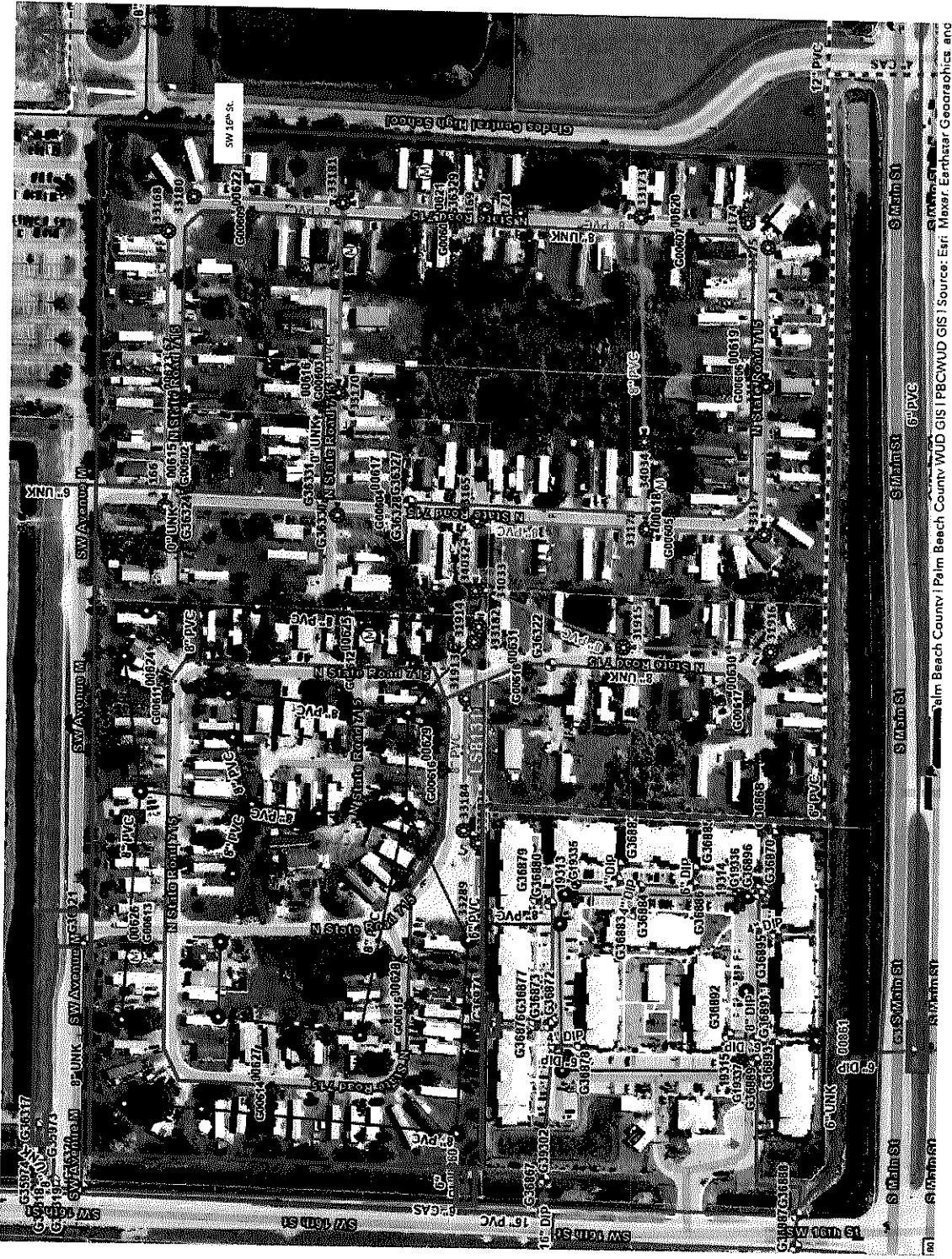
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
Utility Distribution & Collection System Engineering Services
Resolution No. R2023-1869 Contract Dated December 19, 2023

SUMMARY OF SBE BUSINESS TRACKING

Master Contract Participation	SBE: 100%
Current Proposal	
Value of Authorization No. <u>4</u>	\$ 699,907.44
Value of SBE Letters of Intent	\$ 699,907.44
Actual Percentage	100 %
Signed/Approved Authorizations	
Total Value of Authorizations	\$ 114,692.79
Total Value of SBE Signed Subcontractors	\$ 114,692.79
Actual Percentage	100 %
Signed/Approved Authorizations Plus Current Proposal	
Total Value of Authorization	\$ 814,600.23
Total Value of Subcontractors & Letters of Intent	\$ 814,600.23
Actual Percentage	100 %

ATTACHMENT G

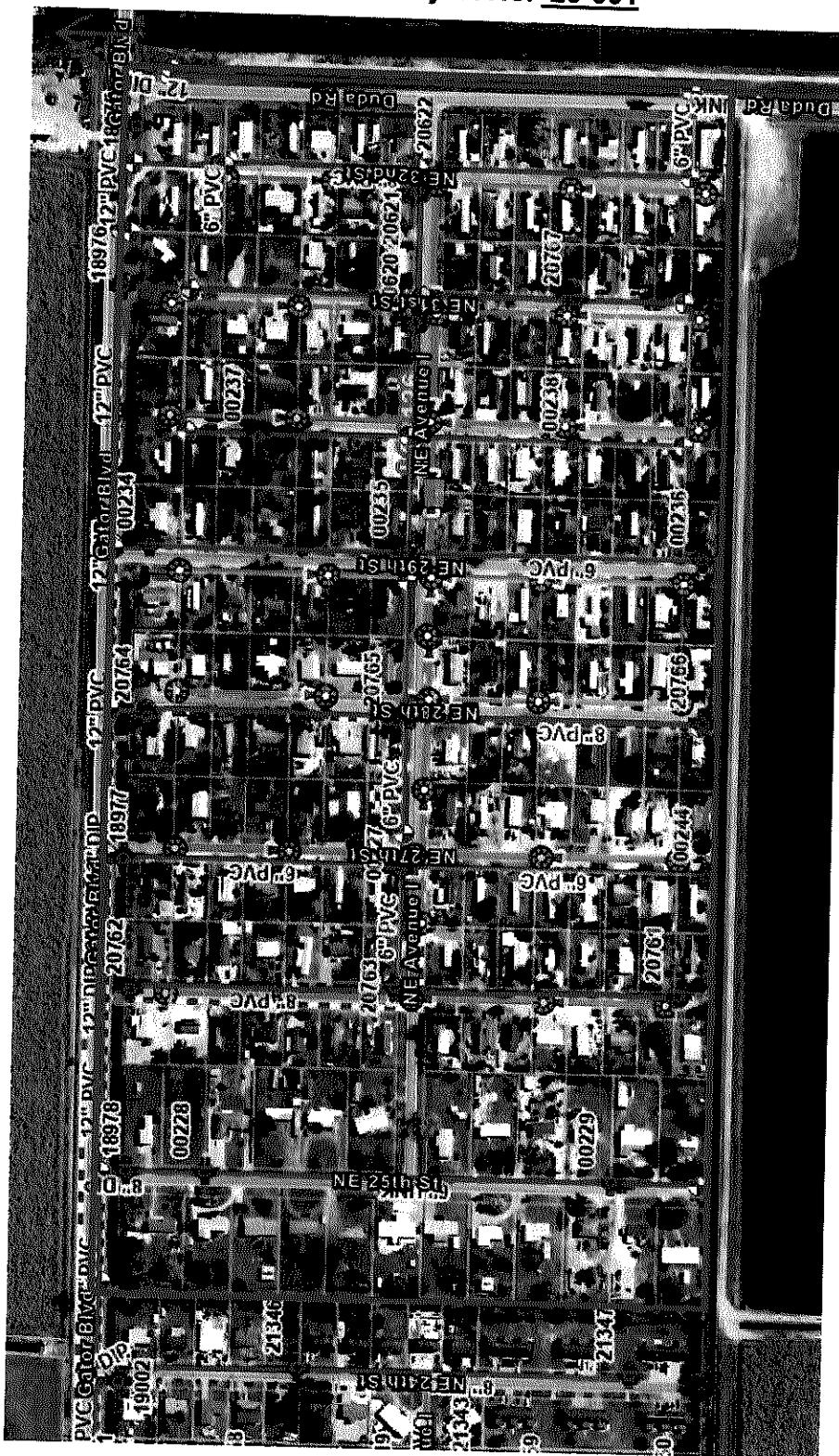
**Location Map – Pioneer Mobile Home Park
PBCWUD Project No. 26-001**



Location Map – Tillmans Mobile Home Park
PBCWUD Project No. 26-001



**Location Map – Arrowhead Estates Mobile Home Park
PBCWUD Project No. 26-001**



ATTACHMENT 2

**Location Map – Pioneer Mobile Home Park
PBCWUD Project No. 26-001**

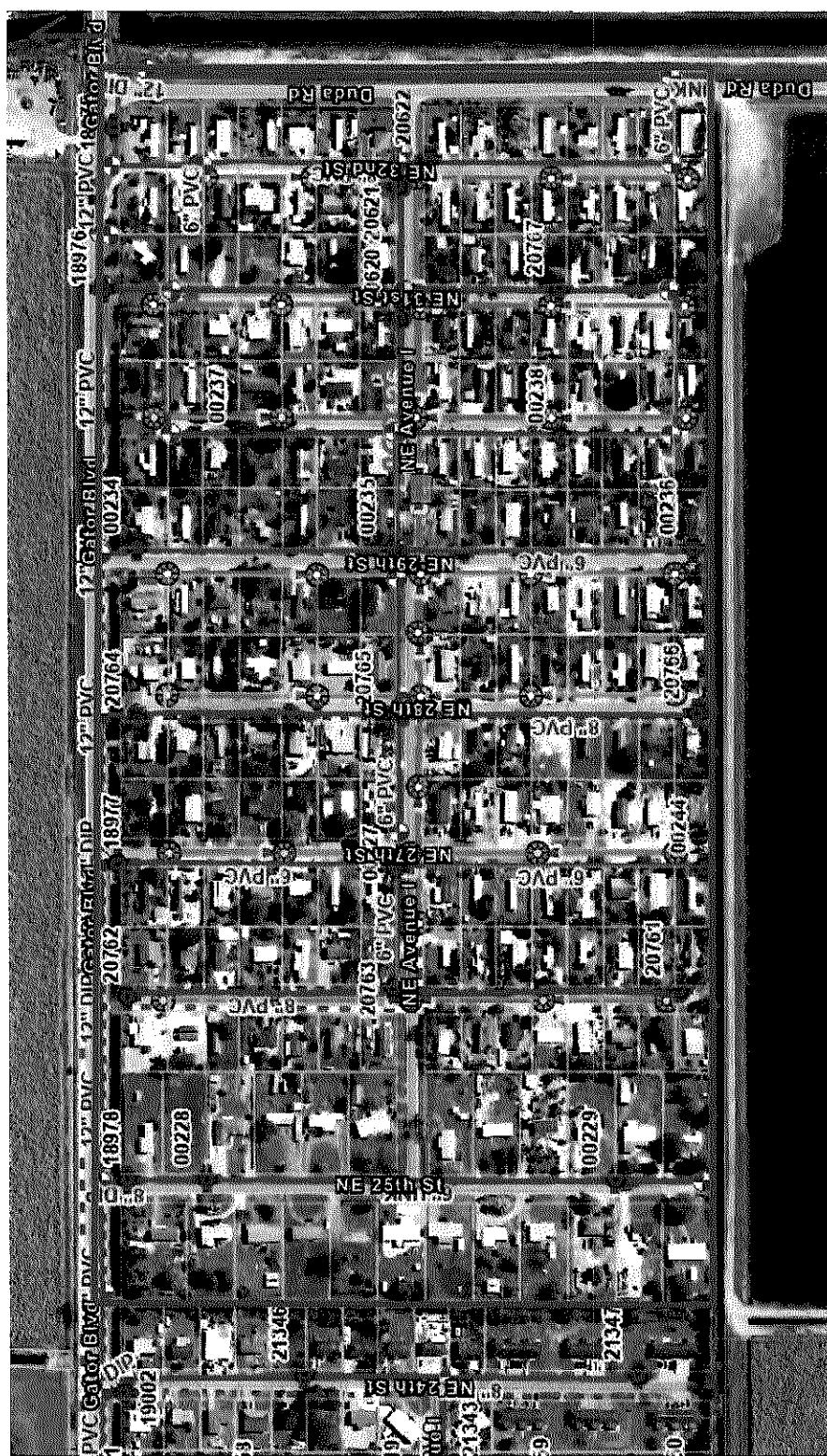


Location Map – Tillmans Mobile Home Park
PBCWUD Project No. 26-001



Location Map – Arrowhead Estates Mobile Home Park

PBCWUD Project No. 26-001





ATTACHMENT NO. 3

Palm Beach County
Compliance Summary Report

Vendor Number	Vendor Name	AM Best Rating	Insurance Carrier	Policy #	Eff. Date	Exp. Date	Coverage	Contract Number	Contract Name
DX00002580	Thompson & Associates, Inc., Civil Engineering	Modified	Compliant					23-025	Contract For Consulting/Professional Services Utility Collection System Engineering Services

A+P , XV	Nutmeg Insurance Company	20UEGE13812	1/8/2026	1/8/2027	Auto Liability
A+P , XV	Hartford Underwriters Insurance Company	20SBUAP5AVA	1/8/2026	1/8/2027	Excess Liability
A+P , XV	Hartford Underwriters Insurance Company	20SBUAP5AVA	1/8/2026	1/8/2027	General Liability
A+ , XV	RLLI Insurance Company	RDP0058650	6/1/2025	6/1/2026	Professional Liability
A+P , XV	Hartford Casualty Insurance Company	20WEGAP5AYJ	1/8/2026	1/8/2027	Workers Comp

Risk Profile : Standard - Professional Services

Required Additional Insured : Palm Beach County Board of County Commissioners

Ownership Entity :