

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

Meeting Date: March 3, 2025

Consent **Regular**
 Workshop **Public Hearing**

Department: Facilities Development & Operations

I. EXECUTIVE BRIEF

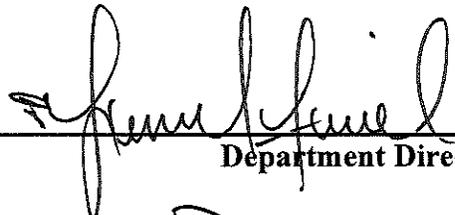
Motion and Title: Staff recommends motion to approve: Consultant Services Authorization (CSA) No. 5 to the continuing consulting services/design professional contract (R2025-0079) with Song & Associates, Inc. (Consultant) in the amount of \$497,090.66 for the Okeechobee Branch Library Remodel and Improvements (Project).

Summary: On January 14, 2025, the Board of County Commissioners (BCC) approved the continuing consulting services/design professional contract (R2025-0079) with the Consultant to provide professional architectural and engineering services for capital improvement or renovation projects countywide. The Libraries Department is requesting that the Okeechobee Branch Library facility be renovated in order to improve interior circulation and amenities being provided to the public. This item will authorize the professional services for the Project, located at 5689 Okeechobee Boulevard in West Palm Beach. Under CSA No. 5, the Consultant will provide professional services which include design, documentation, permitting, and construction administration services necessary for the renovations and improvements of the Okeechobee Branch Library. The Project includes, but is not limited to, architectural/interior design, structural, mechanical, plumbing, electrical, and fire protection improvements. This continuing contract was awarded pursuant to the requirements of the Equal Business Opportunity (EBO) Ordinance. This continuing contract was presented to the Goal Setting Committee (GSC) on May 15, 2024, and the GSC established a mandatory minimum 25% Small Business Enterprise (SBE) subcontracting goal on the contract. The Consultant committed to 52% SBE participation. The SBE participation on this CSA is 23.41%. To date, the overall SBE participation on the contract is 35.06%. Funding for this Project is from the Library Expansion Program Fund. **(Capital Improvements Division) District 2 (MWJ)**

Background and Justification: On September 5, 2024, the Consultant was selected in accordance with the BCC adopted procedures and pursuant to Section 287.055, Florida Statutes, the Consultants' Competitive Negotiation Act. CSA No. 5 authorizes professional services necessary for the Project.

Attachments:

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

Recommended by:  **Department Director** 1/22/25 **Date**

Approved by:  **Deputy County Administrator** 2/2/26 **Date**

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2026	2027	2028	2029	2030
Capital Expenditures	\$512,591	_____	_____	_____	_____
Operating Costs	_____	_____	_____	_____	_____
External Revenues	_____	_____	_____	_____	_____
Program Income (County)	_____	_____	_____	_____	_____
In-Kind Match (County)	_____	_____	_____	_____	_____
NET FISCAL IMPACT	<u>\$512,591</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>	<u>-0-</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	_____	_____	_____	_____	_____

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

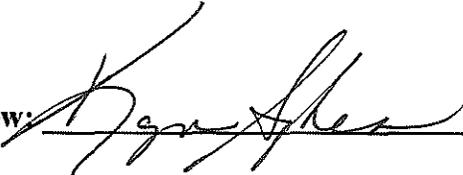
Budget Account No:

Fund 3751 Dept 321 Unit L051 Object 6505

PROFESSIONAL SERVICES	\$497,090.66
STAFF COSTS	\$ 15,500.00
CONTINGENCY	<u>\$ 0.00</u>
TOTAL	\$512,590.66

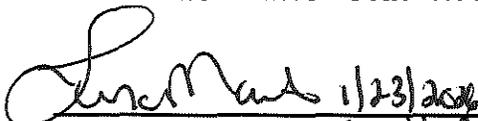
B. Recommended Sources of Funds/Summary of Fiscal Impact:

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

C. Departmental Fiscal Review: 

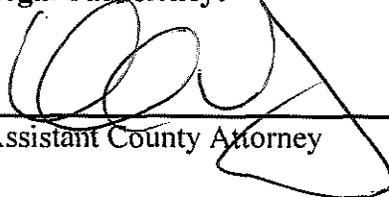
III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Development Comments:

 1/23/2026
 OFMB
 KK 1/23
 GA 1/23
 ABC 1/23

 1/27/26
 Contract Development and Control 26 1.27.26

B. Legal Sufficiency:

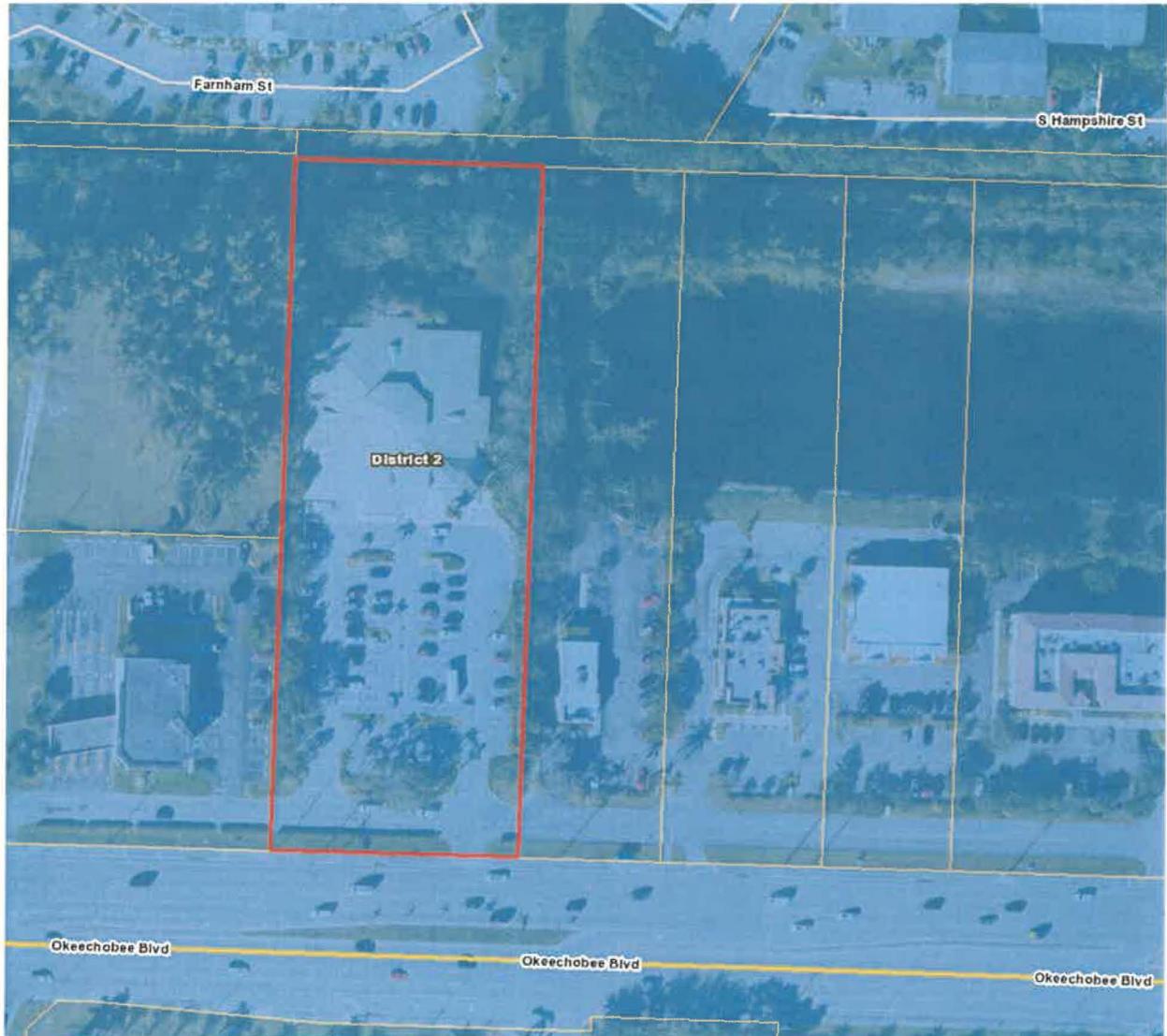
 1/27/26
 Assistant County Attorney

C. Other Department Review:


 Department Director

LOCATION MAP

Project No: P-2025-000076
Project Name: Okeechobee Branch Library Remodel and Improvements
Location: 5689 Okeechobee Blvd., West Palm Beach, FL 33417



BUDGET AVAILABILITY STATEMENT

REQUEST DATE: 8/6/25 REQUESTED BY: Andy Gamble - 561-233-2055
 PROJECT TITLE: Okeechobee Library Removal and Replacement
 (Same as CIP or IST, if applicable)
 ORIGINAL CONTRACT AMOUNT: \$N/A IST PLANNING NO.: N/A
 REQUESTED AMOUNT: ~~\$512,597.66~~ **\$512,590.66** BCC RESOLUTION#: R2025-0079
 eFDO #: P-2025-000076 DATE: 01-14-25
 PROJECT NUMBER: P-2025-000076
 CSA NUMBER: 5 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: 5689 Okeechobee Blvd, West Palm Beach 33417
 BUILDING NUMBER: 750
 CONSULTANT: Song and Associates, Inc.
 CONTRACTOR: _____

PROVIDE A BRIEF STATEMENT OF THE SCOPE OF SERVICES TO BE PROVIDED BY THE CONSULTANT/CONTRACTOR:

Consultant will provide professional services to develop Architectural, Mechanical, Plumbing, Electrical, Fire Protection plans and Technical Specifications.

CONSTRUCTION	\$ _____
PROFESSIONAL SERVICES	\$497,097.66 \$497,090.66
STAFF COST*	\$15,500.00
EQUIPMENT/SUPPLIES	\$ _____
ADVERTISEMENT/PERMIT FEES	\$ _____
CONTINGENCY	\$ _____
TOTAL	\$512,597.66 \$512,590.66

** 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: L051 OBJ: 6505

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

- | | |
|---|---|
| <input checked="" type="checkbox"/> Ad Valorem (Amount\$ _____) | <input type="checkbox"/> Infrastructure Sales Tax (Amount\$ _____) |
| <input type="checkbox"/> State (Source/Type _____ Amount\$ _____) | <input type="checkbox"/> Federal (Source/Type _____ Amount\$ _____) |
| <input type="checkbox"/> Grant (Source/Type _____ Amount\$ _____) | <input type="checkbox"/> Impact Fees: (Amount\$ _____) |
| <input type="checkbox"/> Other (Source/Type _____ Amount\$ _____) | |

Department: LIBRARY

BAS APPROVED BY: Alicia Garrow

DATE: 08/08/25

ENCUMBRANCE NUMBER: _____

AG/GC _____

Alicia Garrow

Digitally signed by Alicia Garrow
 DN: DC=org, DC=pbogov, OU=Enterprise, OU=LIB, OU=Users, CN=Alicia Garrow, E=GarrowA@pbclibrary.org
 Reason: I am the author of this document
 Location: _____
 Date: 2025.08.08 14:53:22-0500
 File: P:\P\ESB\PRINCIPAL\10

ATTACHMENT #3

**SUMMARY SHEET
CONSULTANT SERVICES AUTHORIZATION NO. 5**

SONG & ASSOCIATES, INC.
Continuing Architectural Consultant

**OKEECHOBEE BRANCH LIBRARY REMODEL AND IMPROVEMENTS
PROJECT NO. P-2025-000076**

This Consultant Services Authorization No. 5 is for architectural and engineering services for the Okeechobee Branch Library Remodeling project located at 5689 Okeechobee Boulevard in West Palm Beach.

Professional services shall include the design, permitting/bid document preparation and construction administration services for the remodeling and various improvements of the Okeechobee Branch Library.

The Consultant will prepare documentation to include drawings and specifications with the MEP Consultant and Structural Consultant, setting forth the requirements for construction and obtaining a building permit.

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 52%. SBE participation for this CSA is 23.41%. When added to the Consultant's participation to date, the resulting SBE participation is 35.06%.

CONSULTANT SERVICES AUTHORIZATION NO. 5

SONG & ASSOCIATES, INC.
Continuing Architectural Consultant

OKEECHOBEE BRANCH LIBRARY REMODEL AND IMPROVEMENTS
PROJECT NO. P-2025-000076
DISTRICT NO. 2

THIS CONSULTANT SERVICES AUTHORIZATION (CSA) NO. 5 to the Contract dated 01-14-25 (R2025-0079) (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: SONG & ASSOCIATES, INC., whose Federal Tax ID# is 65-0848859.

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 the design, permitting/bid document preparation and construction administration services for the remodeling and various improvements of the Okeechobee Branch Library as detailed on the attached proposal dated November 6, 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 \$497,090.66.

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:

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 52%. SBE participation for this CSA is 23.41%. When added to the Consultant's participation to date, the resulting SBE participation is 35.06%.

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-2025-000076

Project Name: Okeechobee Branch Library Remodel and Improvements

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,
A Political Subdivision of the State of Florida
BOARD OF COUNTY COMMISSIONERS

By: _____
Deputy Clerk

By: _____
SARA BAXTER, Mayor

Date: _____

APPROVED AS TO
LEGAL SUFFICIENCY

APPROVED AS TO TERMS
AND CONDITIONS

By: _____
Assistant County Attorney

By:  _____
Director - FD&O

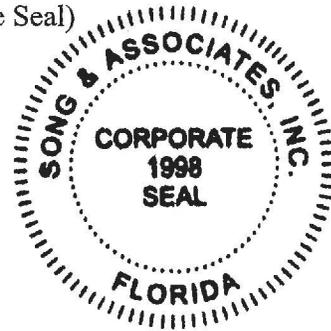
WITNESS:

Signature
Youn Lee
Name (type or print)

CONSULTANT: SONG & ASSOCIATES, INC.
By: 
Signature
Robert Castrovinci, AIA
Name (type or print)

Principal
Title

(Corporate Seal)





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

Detail by Entity Name

Florida Profit Corporation
SONG & ASSOCIATES, INC.

Filing Information

Document Number	P98000061362
FEI/EIN Number	65-0848859
Date Filed	07/10/1998
State	FL
Status	ACTIVE
Last Event	CORPORATE MERGER
Event Date Filed	01/04/1999
Event Effective Date	NONE

Principal Address

1545 Centrepark Drive No.
WEST PALM BEACH, FL 33401

Changed: 03/31/2015

Mailing Address

1545 Centrepark Drive No.
WEST PALM BEACH, FL 33401

Changed: 03/31/2015

Registered Agent Name & Address

LEE, YOUN S
15860 SICILY TERRACE
WELLINGTON, FL 33414

Name Changed: 01/10/2023

Address Changed: 01/10/2023

Officer/Director Detail

Name & Address

Title President

Lee, Youn
1545 Centrepark Drive No.
WEST PALM BEACH, FL 33401

Title Secretary

Lanigan, Jill
1545 Centrepark Drive No.
WEST PALM BEACH, FL 33401

Title Treasurer

Castrovinci, Robert
1545 Centrepark Drive No.
West Palm Beach, FL 33401

Title VP

Fuentes, Jorge
1545 Centrepark Drive No.
West Palm Beach, FL 33401

Annual Reports

Report Year	Filed Date
2023	01/10/2023
2024	01/03/2024
2025	01/07/2025

Document Images

01/07/2025 -- ANNUAL REPORT	View image in PDF format
01/03/2024 -- ANNUAL REPORT	View image in PDF format
01/10/2023 -- ANNUAL REPORT	View image in PDF format
03/07/2022 -- ANNUAL REPORT	View image in PDF format
03/17/2021 -- ANNUAL REPORT	View image in PDF format
04/06/2020 -- ANNUAL REPORT	View image in PDF format
04/01/2019 -- ANNUAL REPORT	View image in PDF format
04/11/2018 -- ANNUAL REPORT	View image in PDF format
04/06/2017 -- ANNUAL REPORT	View image in PDF format
03/07/2016 -- ANNUAL REPORT	View image in PDF format
03/31/2015 -- ANNUAL REPORT	View image in PDF format
03/12/2014 -- ANNUAL REPORT	View image in PDF format
02/14/2013 -- ANNUAL REPORT	View image in PDF format
02/22/2012 -- ANNUAL REPORT	View image in PDF format
02/09/2011 -- ANNUAL REPORT	View image in PDF format
03/03/2010 -- ANNUAL REPORT	View image in PDF format
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03/10/2008 -- ANNUAL REPORT	View image in PDF format
04/20/2007 -- ANNUAL REPORT	View image in PDF format

03/30/2006 -- ANNUAL REPORT	View image in PDF format
01/25/2005 -- ANNUAL REPORT	View image in PDF format
04/28/2004 -- ANNUAL REPORT	View image in PDF format
04/07/2003 -- ANNUAL REPORT	View image in PDF format
05/13/2002 -- ANNUAL REPORT	View image in PDF format
01/29/2001 -- ANNUAL REPORT	View image in PDF format
05/31/2000 -- ANNUAL REPORT	View image in PDF format
03/29/1999 -- ANNUAL REPORT	View image in PDF format
01/04/1999 -- Merger	View image in PDF format
07/10/1998 -- Domestic Profit	View image in PDF format



April 15, 2025
Revised November 6, 2025

Mr. Andy Gamble, Project Manager
Palm Beach County Facilities Development and Operations Capital Improvement Division
2633 Vista Parkway
West Palm Beach, FL 33411

RE: **Okeechobee Boulevard Branch Library
Remodeling and Improvements**
Professional Services Fee Proposal

Dear Mr. Gamble:

Song + Associates, Inc. (S+A) is pleased to submit our Architectural and Engineering services proposal for the remodeling and various improvements of the Okeechobee Boulevard Branch Library, located at 5689 Okeechobee Boulevard, West Palm Beach, FL 33417.

I. PROJECT UNDERSTANDING

S+A will prepare documentation to include drawings and specifications with our MEP Consultant Hammond Engineering and Structural Consultant Jezerinac Group, setting forth the requirements for construction and obtaining a building permit based on the following:

- The attached scoping notes and floor plan provided by Palm Beach County labeled as Exhibit 'A', pages 1 & 2.
- Song + Associates' understanding of our meeting held on March 14, 2025, labeled as Exhibit 'A', page 3.
- The estimated hard construction budget is \$5.0 million and includes the design team fees outlined in this proposal. We will work with the County to prioritize and maximize the scope of work within the available budget. The description of project requirements provided is a starting point and does not represent the final scope to be included in the design.
- Interior color boards/books will be provided as a record of the final selected finishes that align with the construction budget.
- Design deliverables will be made electronically as PDF's and all design drawings will be formatted to 24" x 36".

Song + Associates, Inc.
Architecture • Planning • Interior Design

1545 Centrepark Drive N.
West Palm Beach, Florida 33401
T : 561.655.2423 F : 561.655.1482

American Institute of Architects / NCARB

II. SCOPE OF SERVICES

A. FIELD VERIFY EXISTING CONDITIONS:

- Field verify existing conditions based on client provided as-builts drawings and CAD files to set base plans, schedules, and details for the scope of work.

B. ADVANCED SCHEMATIC DESIGN

- Engage the necessary design consultants for Mechanical, Electrical, Plumbing, and Structural engineering for document development and narrative approaches to the building systems.
- Develop an Advanced Schematic set of plans and narratives for owner approval. This shall include a site plan, floor plan, and interior elevations as needed to communicate the general design.
- Work with the County to adjust to the building program as necessary for sign-off.
- Initiate Building Department and County Fire review discussions to receive their input regarding design review and necessary documentation.
- Develop appropriate material selections and interior design concepts for Owner review and approval.
- Our schematic deliverable will include AutoCAD files for the County to share with their preferred furniture vendor for the development of a furniture-specific plan.

C. DESIGN DEVELOPMENT

- Upon the Owner's approval of the Advanced Schematic Design, prepare Contract Documents describing in technical detail, the construction work to be done, which will include: floor plans, ceiling plans and interior elevations as needed to communicate the design. Coordinate w/ with other design disciplines.
- Coordinate with the county's furniture vendor within the first 2 weeks of this phase to ensure a workable floor plan.
- Conduct periodic progress meetings with the Owner and Consultants.
- Upon approval of this phase by the Owner, S+A will prepare construction documents. Coordinate with Mechanical, Electrical, Plumbing, and fire protection.
- Prepare schematic floor plans, elevations, sections and critical building details showing the relationship of project components for Owner approval.
- Provide a Rough Order of Magnitude (ROM) in the form of an Opinion of Probable Construction Cost if a CMaR is not engaged for preconstruction services. If a CMaR is engaged, then we will review any detailed estimates and provide feedback/opinions.

D. CONSTRUCTION DOCUMENTS (50% and 95%)

S+A and our consultants will develop Architectural, Mechanical, Plumbing, Electrical, Fire Protection plans and Technical Specifications.

- Architectural set of drawings, consisting of floor plans, demolition plans, life safety plans, ceiling plans, sections, required details, schedules, product approvals, specifications interior finishes, and interior elevations that will communicate the scope of work for bidding, permitting and construction.

November 6, 2025

Page 3 of 7

- MEP drawings consist of mechanical, fire protection, and electrical, which include demolition plans, floor plans, details, schedules, and load calculations that will communicate the scope of work for bidding, permitting and construction.
- Structural drawings consisting of wind load diagrams, plans, details, schedules, and calculations necessary for the area of expansion and various other new work, such as equipment housekeeping pads, that will communicate the scope of work for bidding, permitting and construction.

E. Bid/Permit:

S+A will provide construction documents to the County and/or the County's selected CMaR for bid and permit submission. We will assist in the preparation of bid documents, and respond to contractor/bidder RFI's. Issue revised documents required by addenda. Review and evaluate bidder submittals and qualifications when requested. Provide signed and sealed documents for the Owner or Owner's Contractor for submittal to the building department. Provide a conformed set of documents incorporating all building department and bidding comments. The City of West Palm Beach is the Authority Having Jurisdiction.

F. Construction Administration:

We will respond to contractor RFI questions, review shop drawings, attend bi-weekly construction (OAC) meetings, visit the job site once per month during construction to make observations and issue reports for verifying contractor pay applications and compliance with the contract documents. S+A will review the Contractor's Application and Certification for Payment when requested. The entire design team will develop a project punch list at the time of substantial completion and verify completion before project closeout.

III. SERVICES EXCLUDED

Services not included in this fee proposal include but can be provided if desired by PBC:

1. Site Plan Approval and/or amendments
2. Civil Engineering
3. Landscape/Irrigation Design
4. Drafting as-built conditions.
5. Field verification of any concealed conditions.
6. Furniture design, selection and procurement
7. Submitting permit drawings as an applicant on the Owner's behalf.
8. Identification and/or abatement of hazardous materials.
9. Replacement of the existing fire alarm system. Modifications are included.
10. All cabling, devices, equipment, and furniture.
11. Water flow tests for fire sprinklers.
12. Detailed cost estimates.
13. 3D Renderings.

IV. FEES

Song + Associates will provide these services for a fixed fee amount of **Four Hundred Ninety-Two Thousand Ninety Dollars and Sixty-Six cents (\$492,090.66)** plus a reimbursable allowance. Services will be invoiced monthly based on the percentage of work completed.

Song + Associates Architectural Services:	\$ 375,715.00
MEP Consultant Hammond Engineering:	\$ 101,578.16
Structural Consultant Jezerinac Group:	\$ 14,797.50
	Subtotal \$ 492,090.66
Reimbursable Allowance	\$ 5,000.00
	Total \$ 497,090.66

V. MILESTONES & DELIVERABLES

Song + Associates will provide the documentation required for permit review and bidding per the following schedule:

- FV 04 weeks* Field Verify Existing Conditions and library site visits.
- AS 08 weeks** Advanced Schematic
- ASOR 02 weeks Owner Review with comments
- DD 10 weeks*** Design Development
- DDOR 02 weeks Owner Review with comments
- CD50 08 weeks*** 50% Construction Documents
- CD50OR 02 weeks Owner Review with comments
- CD95 06 weeks *** 95% Construction Documents
- Permit/BID 10 weeks (est.)**** Permitting/Bid
- CA TBD Construction Administration/Close-Out.

* From receipt of fully executed County CSA and written Notice to Proceed.

** Immediately following the FV phase.

*** From receipt of Owner comments and written notice to proceed to the next deliverable.

**** These durations are estimated and not fully controlled by the design team and may vary.

VI. ADDITIONAL SERVICES

Upon written direction from the Owner, Song + Associates will provide additional services at an hourly rate as indicated in our continuing services contract with the County.

VII. OWNER RESPONSIBILITIES

Owner to provide the Architect, as-built plans inclusive of Architectural, Structural and MEP in AutoCAD format or Revit.

VIII. REIMBURSABLE ALLOWANCE

A Reimbursable allowance has been identified and included in the fee section above to cover anticipated expenses for items such as, but not limited to, printing, reproductions, postage, and special delivery.

Acceptance of this proposal may be indicated by providing a Work Authorization/PO to our office, which will indicate agreement between the two parties and a notice to proceed.

We appreciate this opportunity to serve Palm Beach County.

Sincerely,



Robert Castrovinci, AIA, NCARB
Principal In Charge

cc: S+A, File

Exhibit 'A' - Scope of Work

OBB Renovation Priority List - Latest Update April 1, 2025

Children and Teen Services Department

- Convert half of existing Conference Room into Family Restroom
- Convert the other half of Conf. Room into CATS workroom expansion.
- Add a door from CATS workroom to Meeting Room in newly integrated space.

Research Department

- Relocate the Research Workroom and Assistant Branch Manager's office to the southern area of the building.
- Relocate the Research Computers to the southern area of the building.
- Convert and extend existing Research Workroom into dividable Co-Space.
- Convert and expand existing Assistant Branch Manager's office into larger Makerspace.

Member Services Department

- Extend Member Services Workroom and relocate LIB ASSOCIATE V office
- Sort Redesign and swap staff/public induction side.
- Install physical book drop with bin.

General Branch Priorities

- Change orientation of Break Room; move one staff restroom to south wall.
- Relocate Branch Manager's office to current BM Outer Office.
- Enclose the Patio/Portico and build additional study rooms, including Group Study Room.
- Combine the Research and Member Services Desk.
- Install Modern Lighting Throughout the Branch
- New Wall Between Children and Adult Sections
- Reconfigure Shelving
- Remove Pseudo-Friezes/Decorative Intercolumniations around Rotunda
- (Exterior) Reconfigure Outdoor Space (Replace Benches and Bollards)
 - Build Sound Garden / Flower-Plant Garden east side of the building.
- Replace the Air Conditioner
- Replace the Roof
- Replacing the Cool Deck (building exterior)
- New Children's Furniture
- New Adult Furniture
- Replace carpet
- Repaint the walls
- More study carrels
- More electric outlets
- More storage options around branch
-

RENOVATION PLAN

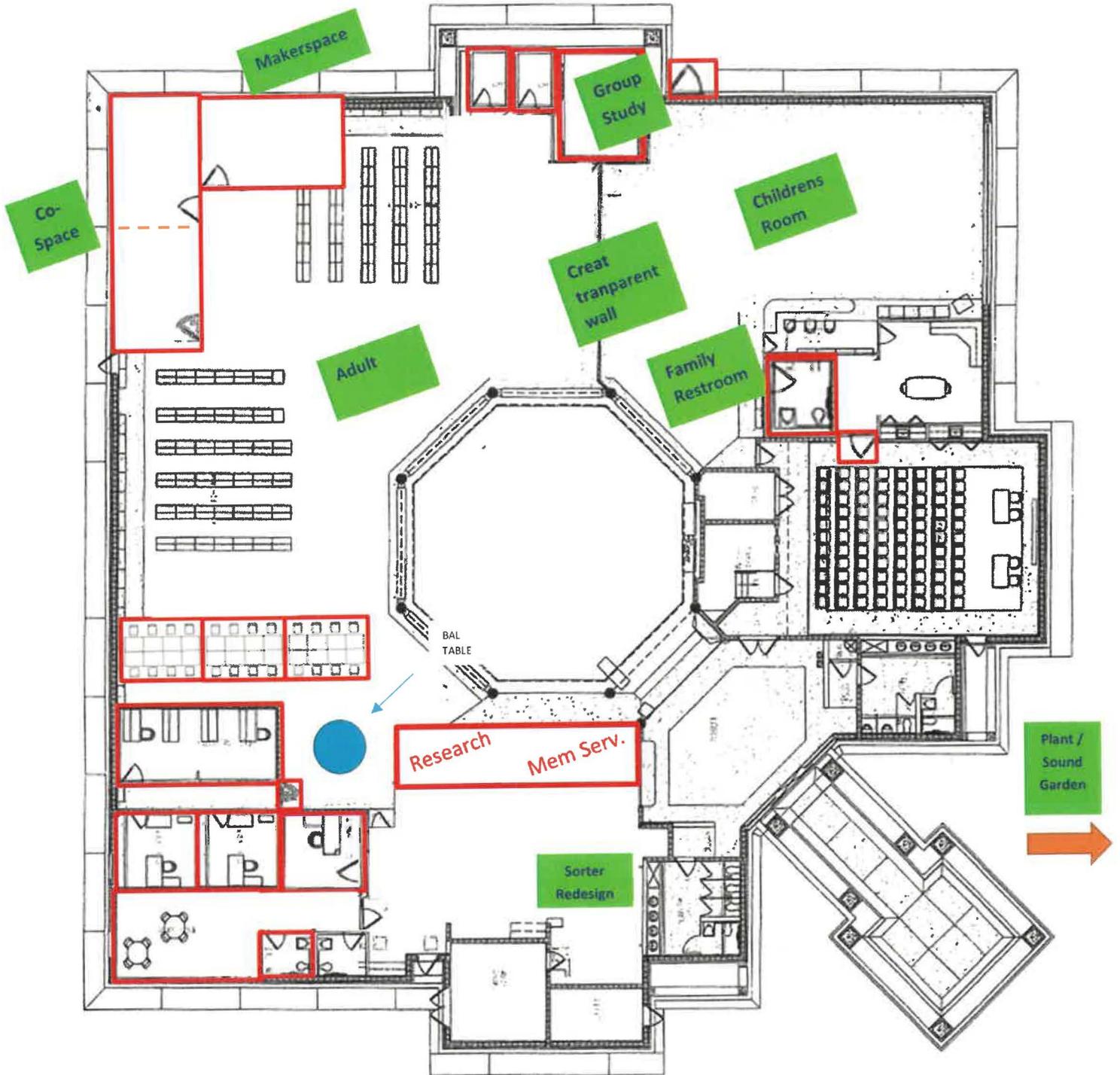


EXHIBIT 'A' (Page 3) as Provided by Song + Associates

Additional Scope Notes:

By R. Castrovinci as a result of the March 14, 2025 meeting with County Staff.

- *The sound garden at the building entrance are physical/interactive pieces operated by people.*
- *Replace the cool deck at the entrance.*
- *Full tile replacement at entrance lobby.*
- *Large meeting room to have LVT flooring*
- *Large meeting room to have power in the floor.*
- *Th study group space is currently covered exterior space and will require a new envelope design.*
- *Replace the kitchenettes in the large meeting room and behind in the adjacent workroom.*
- *The conference room adjacent to the large meeting and workroom will become a family restroom.*
- *The air-cooled chiller needs replacement and an enclosure. Check the code for any potential requirements on enclosure. The current brand is Mammoth. No Air Stack brand wanted by County.*
- *Full fire alarm replacement to be determined by ESS*
- *100% new LED lighting everywhere except parking areas.*
- *Full Roof replacement. The current system is Englert.*
- *The roof top dormers (fresh air intakes) are having water intrusion.*
- *Keep the ceiling grid but replace all tiles.*
- *Aaron with R. George will be doing the furniture selection.*
- *Interior finish color board will be required.*
- *Encore rubber flooring is preferred in co-space and maker space.*
- *A Cost estimate will be required at conceptual level plans.*
- *Deliverables will include: Concept, DD, 50% CD and 95% CD.*
- *Public restrooms at entry need a full update of finishes and fixtures.*
- *All doors will need to be rekeyed to County Library requirements and hardwars updated as noted by Owner.*
- *The existing monument wall/sign is to have letting/graphics resized to have more visibility to Okeechobee Blvd. Lighting will also be required.*
- *Reconfigure MDF closet in large meeting room to Owner's needs.*

Task 1: FIELD VERIFICATION

Principal	\$225.00	per hour	x	4.00	hours	=	\$900.00
Project Manager	\$130.00	per hour	x	8.00	hours	=	\$1,040.00
Sr. Designer/Interior	\$130.00	per hour	x	0.00	hours	=	\$0.00
Job Captain	\$115.00	per hour	x	0.00	hours	=	\$0.00
CADD	\$90.00	per hour	x	20.00	hours	=	\$1,800.00
Clerical	\$60.00	per hour	x	4.00	hours	=	\$240.00
Task 1: Subtotal							\$3,980.00

Task2: ADVANCED SCHEMATIC DESIGN

Principal	\$225.00	per hour	x	40.00	hours	=	\$9,000.00
Project Manager	\$130.00	per hour	x	125.00	hours	=	\$16,250.00
Sr. Designer/Interior Design	\$130.00	per hour	x	75.00	hours	=	\$9,750.00
Job Captain	\$115.00	per hour	x	60.00	hours	=	\$6,900.00
CADD	\$90.00	per hour	x	200.00	hours	=	\$18,000.00
Clerical	\$60.00	per hour	x	50.00	hours	=	\$3,000.00
Task 2: Subtotal							\$62,900.00

Task 3: Design Development

Principal	\$225.00	per hour	x	40.00	hours	=	\$9,000.00
Project Manager	\$130.00	per hour	x	125.00	hours	=	\$16,250.00
Sr. Designer/Interior Design	\$130.00	per hour	x	75.00	hours	=	\$9,750.00
Job Captain	\$115.00	per hour	x	60.00	hours	=	\$6,900.00
CADD	\$90.00	per hour	x	200.00	hours	=	\$18,000.00
Clerical	\$60.00	per hour	x	50.00	hours	=	\$3,000.00
Task 3: Subtotal							\$62,900.00

Task 4: 50% CONSTRUCTION DOCUMENTS

Principal	\$225.00	per hour	x	40.00	hours	=	\$9,000.00
Project Manager	\$130.00	per hour	x	150.00	hours	=	\$19,500.00
Sr. Designer/Interior Design	\$130.00	per hour	x	80.00	hours	=	\$10,400.00
Job Captain	\$115.00	per hour	x	75.00	hours	=	\$8,625.00
CADD	\$90.00	per hour	x	275.00	hours	=	\$24,750.00
Clerical	\$60.00	per hour	x	50.00	hours	=	\$3,000.00
Task 4: Subtotal							\$75,275.00

Task 5: 95% CONSTRUCTION DOCUMENTS

Principal	\$225.00	per hour	x	40.00	hours	=	\$9,000.00
Project Manager	\$130.00	per hour	x	150.00	hours	=	\$19,500.00
Sr. Designer/Interior Design	\$130.00	per hour	x	80.00	hours	=	\$10,400.00
Job Captain	\$115.00	per hour	x	75.00	hours	=	\$8,625.00
CADD	\$90.00	per hour	x	275.00	hours	=	\$24,750.00
Clerical	\$60.00	per hour	x	50.00	hours	=	\$3,000.00
					Task 4: Subtotal		\$75,275.00

Task 6: BID / PERMIT

Principal	\$225.00	per hour	x	20.00	hours	=	\$4,500.00
Project Manager	\$130.00	per hour	x	60.00	hours	=	\$7,800.00
Sr. Designer/Interior Design	\$130.00	per hour	x	12.00	hours	=	\$1,560.00
Job Captain	\$115.00	per hour	x	15.00	hours	=	\$1,725.00
CADD	\$90.00	per hour	x	30.00	hours	=	\$2,700.00
Clerical	\$60.00	per hour	x	10.00	hours	=	\$600.00
					Task 5: Subtotal		\$18,885.00

Task 6: CONSTRUCTION ADMINISTRATION

Principal	\$225.00	per hour	x	30.00	hours	=	\$6,750.00
Construction Administrator	\$130.00	per hour	x	480.00	hours	=	\$62,400.00
Sr. Designer/Interior	\$130.00	per hour	x	20.00	hours	=	\$2,600.00
Job Captain	\$115.00	per hour	x	10.00	hours	=	\$1,150.00
CADD	\$90.00	per hour	x	20.00	hours	=	\$1,800.00
Clerical	\$60.00	per hour	x	30.00	hours	=	\$1,800.00
					Task 6: Subtotal		\$76,500.00

TOTAL FEE**\$375,715.00**

HAMMOND & ASSOCIATES

CONSULTING ENGINEERS

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

To: Robert Castrovinci AIA, NCARB – Principal, Song & Associates
From: Nate Hammond, P.E. - President, Hammond Engineering
Subject: Palm Beach County - Okeechobee Branch Library Remodel - MEP Fee Proposal
Date: April 8, 2025

Hammond & Associates is pleased to provide MEP Engineering Services for **Palm Beach County - Okeechobee Branch Library Remodel**. The scope of work includes the renovation and modification of an existing library across various spaces. See attached scope of work document in Exhibit 'A' for reference.

Our basic services will include the following as constrained by the scope of work document:

Mechanical:

- Perform site visit to verify existing conditions and as-built documentation
- Perform HVAC load and Energy Calculations for the new HVAC equipment as required
- Provide new HVAC floor plans for new HVAC equipment and duct layout.
- Provide HVAC schedules, details, and notes.

Electrical:

- Perform site visit to verify existing conditions and as-built documentation
- Provide new electrical & Fire alarm floor plans for the new electrical layout.
- Provide new electrical lighting plans for the new lighting layout.
- Provide new electrical panel schedules and riser diagrams as required.
- Provide electrical details and notes as required.

Plumbing:

- Perform site visit to verify existing conditions and as-built documentation
- Provide new plumbing plans for the new space.
- Provide new sanitary and domestic water isometrics.
- Provide Plumbing details and notes as required.

All work provided under Mechanical, Electrical, & Plumbing 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 - Okeechobee Branch Library Remodel** is summarized below.

Design Fee Schedule	
Schematic Design	\$15,729.12
Design Development	\$23,593.68
Construction Documents	\$39,322.80
Total Design	\$78,645.60
Construction Administration	\$22,932.56
Total Design and Construction Administration	\$101,578.16

Our fee to provide **Construction Administration Services** for **Palm Beach County - Okeechobee Branch Library Remodel** will include:

- a) Review all pertinent shop drawings and maintain shop drawing log.
- b) Make site visits to the site at intervals appropriate to the various stage of construction up to 4 site visits
- c) Answer contractor's RFIs, issue clarifications, etc., during the construction phase.
- d) Prepare punch list prior to the issuance of substantial completion.

Fee Breakdown - Design			
Position	Rate	Hours	Cost
Principal	\$189.93	40	\$7,597.20
Project Manager	\$112.77	260	\$29,320.20
Senior Engineer	\$112.77	40	\$4,510.80
Design Engineer	\$84.37	400	\$33,748.00
Senior Technician	\$80.72	0	\$0.00
CAD Operator	\$62.40	40	\$2,496.00
Secretary	\$48.67	20	\$973.40
Total		800	\$78,645.60

Fee Breakdown - Construction Administration			
Position	Rate	Hours	Cost
Principal	\$ 189.93	12	\$2,279.16
Project Manager	\$ 112.77	60	\$6,766.20
Senior Engineer	\$ 112.77	20	\$2,255.40
Design Engineer	\$ 84.37	100	\$8,437.00
Senior Technician	\$ 80.72	0	\$0.00
CAD Operator	\$ 62.40	20	\$1,248.00
Secretary	\$ 48.67	40	\$1,946.80
Total		252	\$22,932.56

Rate Schedule

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



Revised November 3, 2025

Mr. Robert Castrovinci, AIA, NCARB
Principal
Song + Associates
1545 Centrepark Drive North
West Palm Beach, Florida 33401
rcastrovinci@songandassociates.com

REFERENCE: PBC OKEECHOBEE LIBRARY RENOVATION
West Palm Beach, Florida
PROPOSAL FOR STRUCTURAL DESIGN SERVICES

Dear Mr. Castrovinci,

Thank you for inviting Jezerinac Group, PLLC to provide this proposal to Song + Associates (the Client) for structural engineering services in relation to PBC Okeechobee Library Renovation (the Project).

The following paragraphs outline our understanding of the project, our proposed scope, and the proposed fee.

I. Project Description

Our fee proposal is based on information provided to us in Client's emails dated March 27, 2025, which included brief email description and a link to photos, a site plan and meeting notes. To summarize in general terms, the project consists of the renovation of an existing one-story library. More specifically, our scope will include:

1. The new exterior envelope. The area called "group study" is planned to go where there is currently an underutilized covered exterior area.
2. Floor slab cutting, trenching and repair for sanitary plumbing needs.
3. Maybe a housekeeping pad replacement for a new air-cooled chiller and enclosure.
4. Miscellaneous structural attachments that may not be apparent at this moment.

II. Scope of Services

Our scope of services will be as provided in Exhibit A Basic Scope of Services – Structural Design.

III. Fees

We propose to perform the above Scope of Services for the Lump Sum Fees listed below plus reimbursable expenses as defined by AIA B104.

Schematic Design			
Position	Rate	Hours	Total
Principal	\$205.00	3.5	\$717.50
Engineer	\$110.00	12.5	\$1,375.00
Admin Support	\$75.00	1.5	\$112.50
			\$2,205.00



Design Development			
Position	Rate	Hours	Total
Principal	\$205.00	2	\$410.00
Engineer	\$110.00	28	\$3,080.00
Admin Support	\$75.00	2.7	\$202.50
Total:			\$3,692.50
Construction Documents			
Position	Rate	Hours	Total
Principal	\$205.00	4	\$820.00
Engineer	\$110.00	44	\$4,840.00
Admin Support	\$75.00	4.3	\$322.50
Total:			\$5,982.50
Construction Administration			
Position	Rate	Hours	Total
Principal	\$205.00	1.5	\$307.50
Engineer	\$110.00	21	\$2,310.00
Admin Support	\$75.00	4	\$300.00
Total:			\$2,917.50

- Schematic Design \$2,205.00
 - Design Development \$3,692.50
 - Construction Documents \$5,982.50
 - Construction Administration \$2,917.50
- Total: \$14,797.50

IV. Payment

We will invoice the Client monthly for fees and expenses. Amounts due will be proportional to the completion of the phases described in Section III. Payment is due per the terms provided within Exhibit C, Standard Conditions. Jezerinac Group reserves the right to suspend or terminate services should payment fail to comply with these terms.

V. Additional Services

Should we be requested to perform services outside our Basic Scope of Services, as outlined in Exhibit A, we will make a request for additional fees in writing. We will proceed with the additional services only upon approval by the Client. Additional services will be rendered on an hourly basis per the rates that are shown within Exhibit B - Billing Rates unless a negotiated lump sum is mutually agreed upon.



Mr. Robert Castrovinci, AIA, NCARB
Song + Associates
Re: PBC Okeechobee Library Renovation
November 3, 2025
Page 3 of 3

VI. Standard Conditions

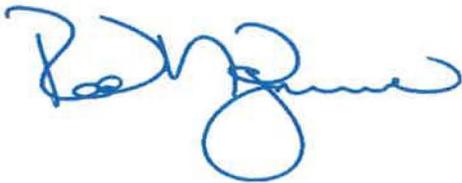
We will perform all services in accordance with Exhibit C, Standard Conditions. Should Client elect to enter into an AIA Architect/Consultant Agreement or other Agreement, we will expect that these mutually beneficial terms are included within. This Proposal Letter in combination with its Exhibits represents our entire agreement.

Again, we would like to thank you for this opportunity and look forward to your favorable response to our proposal and are ready to get started.

Very Truly Yours,

JEZERINAC GROUP, PLLC

Accepted by: Song + Associates



Ronald M. Jezerinac, P.E., S.E.
Sr. Principal

(signature)

(printed)

(date)





EXHIBIT B

Fee Schedule

Palm Beach County Project Number: P2024-006256

Project Name: Architectural Services Continuing Contract

Position	Raw Rate	Loaded Rate
Senior Principal	\$87.54	\$260.00
Principal	\$69.02	\$205.00
Senior Associate	\$60.61	\$180.00
Project Engineer	\$45.45	\$135.00
Senior Engineer	\$40.40	\$120.00
Engineer	\$37.04	\$110.00
BIM Manager	\$50.51	\$150.00
Admin Support	\$25.25	\$75.00

Multiplier:

Salary	1.00
Overhead & Fringe	<u>1.70</u>
Subtotal	2.70
% Profit	<u>0.27</u>
Total Multiplier	2.97

*3.0 Maximum Allowable



OEBO SCHEDULE 1*

SOLICITATION/PROJECT/BID NAME: Okeechobee Library R&R

SOLICITATION/PROJECT/BID NO.: P-2025-000076

SOLICITATION OPENING/SUBMITTAL DATE: August 5, 2025

COUNTY DEPARTMENT: PBC Capital Improvements Division Facilities Development Operations

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: Song + Associates, Inc.

ADDRESS: 545 Centrepark Drive N. West Palm Beach, Florida 33401

CONTACT PERSON: Robert Castrovinci, AIA, NCARB

PHONE NO.: 561-655-2423

E-MAIL: rcastrovinci@songandassociates.com

PRIME'S DOLLAR AMOUNT OR PERCENTAGE OF WORK: \$380,715.00

Non-SBE

SBE

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)		DOLLAR AMOUNT OR PERCENTAGE OF WORK
	Non-SBE	SBE	
1. Song + Associates, Inc. 1545 Centrepark Drive N West Palm Beach, FL 33401 561-655-2423	<input checked="" type="checkbox"/>	<input type="checkbox"/>	\$380,715.00
2. Hammond & Associates 2300 Palm Beach Lakes Blvd. Suite 215M, West Palm Beach, FL 33409 561-622-8585	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$101,578.16
3. Jezerinac Group, Inc. 1615 Forum Place, 3A, West Palm Beach, FL 33401 561-622-8585	<input type="checkbox"/>	<input checked="" type="checkbox"/>	\$14,797.50
4.	<input type="checkbox"/>	<input type="checkbox"/>	_____
5.	<input type="checkbox"/>	<input type="checkbox"/>	_____

(Please use additional sheets if necessary)

Total Bid/Offer Price \$ 497,090.66

Total \$497,090.66

Total **Certified** SBE Participation \$ 116,375.66

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



Name & Authorized Signature

Principal

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 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-2025-000076

SOLICITATION/PROJECT NAME: Okeechobee Library R&R

Prime Contractor: Song + Associates, Inc. Subcontractor: _____

(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
1	Architectural Design				\$375,715.00
2	Reimbursables				\$5,000.00

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: \$380,715.00

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.

_____ Price or Percentage: _____
Name of 2nd/3rd tier Subcontractor/subconsultant

Song + Associates, Inc

 Print Name of Prime
 By: 

 Authorized Signature

Robert Castrovinci, AIA

 Print Name
Principal

 Title
 Date: August 5, 2025

_____ Price or Percentage: _____

 Print Name of Subcontractor/subconsultant
 By: _____

 Authorized Signature

_____ Price or Percentage: _____

 Print Name

 Title
 Date: _____

*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-2025-000076

SOLICITATION/PROJECT NAME: Okeechobee Library R&R

Prime Contractor: Song + Associates, Inc. Subcontractor: Hammond and Associates, Inc.

(Check box(s) that apply)

SBE Non-SBE Supplier

Date of Palm Beach County Certification (if applicable): 09/07/23

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 Design				\$101,578.16

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: \$101,578.16

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.

_____ Price or Percentage: _____
 Name of 2nd/3rd tier Subcontractor/subconsultant

Song + Associates, Inc.
 Print Name of Prime
 By: 
 Authorized Signature

Robert Castrovinci, AIA
 Print Name
Principal
 Title
 Date: July 24, 2025

Hammond & Associates, Inc.
 Print Name of Subcontractor/subconsultant
 By: 
 Authorized Signature

Nate Hammond, P.E.
 Print Name
President
 Title
 Date: July 24, 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-2025-000076

SOLICITATION/PROJECT NAME: Okeechobee Library R&R

Prime Contractor: Song + Associates, Inc. Subcontractor: Jezerinac Group, PLLC

(Check box(s) that apply)

SBE Non-SBE Supplier

Date of Palm Beach County Certification (if applicable): 04/13/24

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.

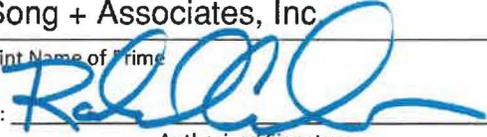
Line Item	Item Description	Unit Price	Quantity/ Units	Contingencies/ Allowances	Total Price/Percentage
	Structural Design				\$14,797.50

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: \$14,797.50

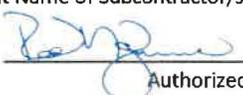
If the undersigned intends to subcontract any portion of this work to another Subcontractor/subconsultant, please list the business name and the amount below accompanied by a separate properly executed Schedule 2.

_____ Price or Percentage: _____

Name of 2nd/3rd tier Subcontractor/subconsultant

Song + Associates, Inc
 Print Name of Prime
 By: 
 Authorized Signature

Robert Castrovinci, AIA
 Print Name
Principal
 Title
 Date: 11/5/25

Jezerinac Group, PLLC
 Print Name of Subcontractor/subconsultant
 By: 
 Authorized Signature

Ron Jezerinac, PE, SE
 Print Name
President
 Title
 Date: 11/5/25

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

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:) Jill Lanigan, as (Title/Position:) Principal Corporate Secretary of (Name of Firm:) Song + 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 _____

10/30/24 _____
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:

NA

(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:) Nathan Hammond, as (Title/Position:) President of (Name of Firm:) Hammond & Associates 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

October 30, 2024

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:

N/A

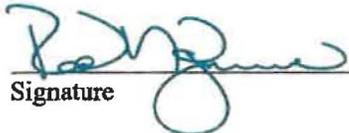
(Attach additional sheets as needed.)

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.

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This DISCLOSURE is submitted by (Name of Individual:) Ronald Jezerinac, as (Title/Position:) President of (Name of Firm:) Jezerinac Group, PLLC 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

October 30, 2024

Date

ATTACHMENT #5



SONG&AS-01

JNGUYEN

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/7/2025

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 Ames & Gough 8300 Greensboro Drive Suite 980 McLean, VA 22102	CONTACT NAME:		
	PHONE (A/C, No, Ext):	(703) 827-2277	FAX (A/C, No): (703) 827-2279
	E-MAIL ADDRESS:	admin@amesgough.com	
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A:	Transportation Insurance Company A(XV)	20494
	INSURER B:	Continental Casualty Company (CNA) A, XV	20443
	INSURER C:	Arch Insurance Company, A+ XV	11150
	INSURER D:		
	INSURER E:		
	INSURER F:		

INSURED
Song & Associates Inc.
1545 Centrepark Drive North
West Palm Beach, FL 33401

COVERAGES CERTIFICATE NUMBER: 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			6020869686	1/3/2025	1/3/2026	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:						
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			6020869686	1/3/2025	1/3/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			6020871700	1/3/2025	1/3/2026	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		<input type="checkbox"/> Y <input type="checkbox"/> N <input type="checkbox"/> N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
C	Professional Liab.			PAAEP0144304	10/21/2025	10/21/2026	Per Claim 3,000,000
C	Professional Liab.			PAAEP0144304	10/21/2025	10/21/2026	Aggregate 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: All Palm Beach County Board of County Commissioners projects

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 are included as additional insured with respect to General Liability, Automobile Liability, and Umbrella Liability when required by written contract. General Liability and Automobile Liability are primary and non-contributory over any existing insurance and limited to liability arising out of the operations of the named insured and when required by written contract. General Liability, Automobile Liability and Umbrella Liability policies include a waiver of subrogation in favor of the additional insureds where permissible by state law and when required by written contract. 30-day Notice of SEE ATTACHED ACORD 101

CERTIFICATE HOLDER

CANCELLATION

Palm Beach County Board of County Commissioners
c/o Capital Improvements Division
2633 Vista Parkway
West Palm Beach, FL 33411

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/04/2025

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 Mary Storti c/o Paychex Insurance Agency, Inc. 225 Kenneth Drive, Rochester, NY 14623	CONTACT NAME: PHONE (A/C, No, Ext): (888) 627-4735 FAX (A/C, No): E-MAIL ADDRESS: PEO_WorkComp@paychex.com	
	INSURER(S) AFFORDING COVERAGE NAIC # INSURER A: American Zurich Insurance Company 40142 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

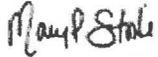
INSURED
 Paychex PEO Holdings, LLC Alt. Emp: Song & Associates Inc
 911 Panorama Trail South
 Rochester NY 14625

COVERAGES **CERTIFICATE NUMBER:** 20322064 **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
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
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	N/A	WC 12-68-329-05	06/01/2025	06/01/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 2,000,000 E.L. DISEASE - EA EMPLOYEE \$ 2,000,000 E.L. DISEASE - POLICY LIMIT \$ 2,000,000
				Location Coverage Period	06/01/2025	06/01/2026	Client# 20009373-FL

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Coverage is provided for only those co-employees of, but not subcontractors to: Song & Associates Inc, 1545 Centrepark Drive North, West Palm Beach FL 33401
 RE: All Palm Beach County Board of Commissioners Projects
 See additional remarks
 Endorsement: Waiver of Subrogation

CERTIFICATE HOLDER Palm Beach County, Board of County Commissioners c/o Capital Improvements Division 2633 Vista Parkway West Palm Beach FL 33411	CANCELLATION 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 
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AGENCY CUSTOMER ID: _____

LOC #: _____



ADDITIONAL REMARKS SCHEDULE

AGENCY Mary Storti c/o Paychex Insurance Agency, Inc.		NAMED INSURED Paychex PEO Holdings, LLC Alt. Emp: Song & Associates Inc 911 Panorama Trail South Rochester NY 14625	
POLICY NUMBER WC 12-68-329-05			
CARRIER American Zurich Insurance Company	NAIC CODE 40142	EFFECTIVE DATE: 06/01/2025	

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
FORM NUMBER: 25 **FORM TITLE:** Certificate of Liability (03/16)

HOLDER: Palm Beach County, Board of County Commissioners c/o Capital Improvements Division

ADDRESS: 2633 Vista Parkway, West Palm Beach, FL 33411

Waiver in favor of 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

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

IN FAVOR OF:

Palm Beach County, Board of County Commissioners c/o Capital
Improvements Division
2633 Vista Parkway
West Palm Beach FL 33411

WORK PERFORMED BY CO-EMPLOYEES OF:

Song & Associates Inc
1545 Centrepark Drive North
West Palm Beach FL 33401

ON THE FOLLOWING PROJECT:

RE: All Palm Beach County Board of Commissioners Projects
Waiver in favor of 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
See additional remarks

FEE FOR THIS WAIVER IS:

Premium will be waived

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: 09/04/2025

Policy No: WC 12-68-329-05

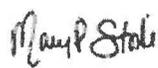
Endorsement No:

Insured: Paychex PEO Holdings, LLC Alt. Emp: Song & Associates Inc

Premium: \$

Insurance Company: American Zurich Insurance Company

Countersigned By:


Authorized Representative

CONTRACT EXHIBIT G
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 Song + 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]
(signature of officer or representative)

Jill Lanigan, Principal, Corporate Secretary
(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, 30 day of OCTOBER, 2024, by Jill Lanigan.

Personally known OR produced identification .

Type of identification produced _____

[Signature]
NOTARY PUBLIC
My Commission Expires: 5/1/2028
State of Florida at large



Perry Douglass
Comm.: HH 512715
Expires: May 01, 2028
Notary Public - State of Florida

(Notary Seal)



Facilities Development & Operations Department

Capital Improvements Division

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



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

"An Equal Opportunity Employer"

July 9, 2025

Song & Associates, Inc.
1545 Centrepark Drive N
West Palm Beach, FL 33401
ilanigan@songandassociates.com

Re: Contract # R2025-0079
Continuing Architectural Consulting Contract
Notification of Contract Clauses No Longer Being Enforced
Pursuant to Emergency Ordinance 2025-014

Dear Robert Castrovinci,

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 in Section 8.6 of contract number R2025-0079 **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 our office at (561) 233-0261.

Cordially,

Fernando DelDago, Director
Capital Improvements Division

Receipt Acknowledged and In Agreement:

Song & Associates, Inc

July 9, 2025
Date

- c: Shethal Sinanan, Contract Manager, CID
- Luisa Ditosti, Contract Analyst, CID
- Holly Knight, Senior Professional Engineer, Engineering & Public Works