

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: August 25, 2026 Consent [X] Regular []
Public Hearing []

Department: Water Utilities Department

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: Amendment No. 2 (Amendment) to Contract with Parsons Environment & Infrastructure Group Inc. (Parsons) for Consulting/Professional Services Capital Improvement Plan Program Management (Contract).

Summary: On January 14, 2025, the Board of County Commissioners (BCC) approved the Palm Beach County Water Utilities Department (PBCWUD) Contract with Parsons (R2025-0092). The Contract provides consulting/professional services to assist with the implementation of the PBCWUD 2025-2030 Capital Improvement Plan (CIP), which includes new capital projects and repair and replacement projects that are being developed as part of the PBCWUD Asset Management Program. The Amendment will remove Ardurra Group, Inc. and add Brown and Caldwell (Corporation) as a subconsultant to provide additional resources to support the implementation of CIP projects.

This Contract was presented to the Goal Setting Committee (GSC) on March 29, 2024, and the GSC established an Affirmative Procurement Initiative (API): 20% Small Business Enterprise (SBE) subcontracting goal. Parsons committed to 26% SBE participation for the life of the Contract. Parsons is headquartered in Chantilly, Virginia and Brown and Caldwell is headquartered in Walnut Creek, California. Most members of the project team will be co-located with PBCWUD staff at the Central Region Operations Center from which the majority of the work required will be undertaken. The Contract is included in the PBCWUD Fiscal Year (FY) 2026 Budget. (PBCWUD Project No. 23-035) Countywide (MWJ)

Background and Justification: Engineering and project management positions are essential to execute the CIP projects and in turn provide the best water and service to PBCWUD customers. However, these critical positions have been most difficult to fill by direct hiring and through current Program Management contracts. The Amendment will provide for staff augmentation, which is much needed to continue efficiencies in implementation and delivery of CIP projects. The staff will provide project management for projects from design through construction, coordination of permitting and approvals, and in support of strategic asset management principles.

Attachments:

- 1. Two (2) Originals Amendment No. 2
- 2. Location Map
- 3. Ebix Compliance Summary Report

Recommended By: Ali Bayat 7/17/26
Department Director Date

Approved By: Pao 7/28/26
Chief Deputy County Administrator Date

A. Five Year Summary of Fiscal Impact:

Budget Account No.: Fund 4001 Dept 720 Unit 2323 Object 3120

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

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

No Fiscal Impact.

C. Department Fiscal Review: *Thomas Foreman*

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

ASDCAL 7/21/26
OFMB PA 7150
7-21-26

and Control Comments.

Theresa Brach 7/23/25
Contract Development and Control
207.23.26

B. Legal Sufficiency:

 7/24/26

Chief Assistant County Attorney

C. Other Department Review:

Department Director

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

**AMENDMENT NO. 2 TO CONTRACT
FOR CONSULTING/PROFESSIONAL SERVICES
CAPITAL IMPROVEMENT PLAN PROGRAM MANAGEMENT
PBCWUD PROJECT NO. 23-035**

This Amendment No. 2 is made as of the 25th day of August, 2026, by and between Palm Beach County, a Political Subdivision of the State of Florida, by and through its Board of County Commissioners, hereinafter referred to as the "COUNTY", and Parsons Environment & Infrastructure Group Inc., a corporation authorized to do business in the State of Florida, hereinafter referred to as "CONSULTANT", whose Federal Tax ID# is 94-3376767.

WHEREAS, the COUNTY and the CONSULTANT entered into a Contract dated January 14, 2025 (Resolution No. R2025-0092) (hereinafter "the CONTRACT"); and

WHEREAS, the Contract was amended by Amendment No. 1 to the Contract (R2025-0819) dated June 10, 2025; and

WHEREAS, this Amendment incorporates all the terms and conditions of the CONTRACT as may be expressly supplemented and amended by this Amendment; and

WHEREAS, the parties hereto desire to remove Ardurra Group, Inc. and add Brown and Caldwell (Corporation), as a subconsultant to the CONTRACT.

NOW THEREFORE, in consideration of the premises and of the mutual covenants hereinafter set forth and for such other good and valuable consideration, the receipt of which the parties hereto expressly acknowledge, the parties covenant and agree to the following terms and conditions:

1. Exhibit C Hourly Raw Labor Rates and Justification of Contract Multiplier is hereby amended to add information for Brown and Caldwell (Corporation), and is attached hereto and made a part hereof. All other provisions of the Exhibit C set forth in the CONTRACT shall remain unchanged.
2. Exhibit D OSBD Schedules 1 and 2 is hereby amended to add information for Brown and Caldwell (Corporation), and is attached hereto and made a part hereof. All other provisions of the Exhibit D set forth in the CONTRACT shall remain unchanged.
3. Except as specifically modified above, the terms and conditions of the CONTRACT as amended by Amendment No. 1 and this Amendment No. 2, are hereby confirmed and remain in full force and effect.

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**AMENDMENT NO. 2 TO CONTRACT
FOR CONSULTING/PROFESSIONAL SERVICES
CAPITAL IMPROVEMENT PLAN PROGRAM MANAGEMENT
PBCWUD PROJECT NO. 23-035**

IN WITNESS WHEREOF, the Board of County Commissioners of Palm Beach County, Florida has made and executed this Amendment No. 2 on behalf of the COUNTY and CONSULTANT has hereunto set its hand the day and year above written.

ATTEST:

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

**PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS**

By: _____
Deputy Clerk

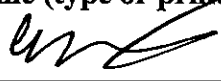
By: _____ *SA*
AB Sara Baxter, Mayor

WITNESS:



Signature
Fatima Amaya Martinez

Name (type or print)



Signature

Ellie Perez

Name (type or print)

CONSULTANT:

**Parsons Environment & Infrastructure
Group, Inc.**

Company Name


Signature

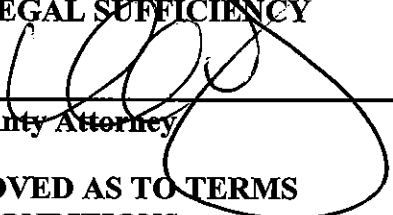
William Rathbun

Typed Name

Vice President

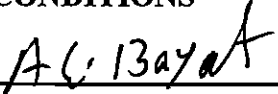
Title

**APPROVED AS TO FORM
AND LEGAL SUFFICIENCY**

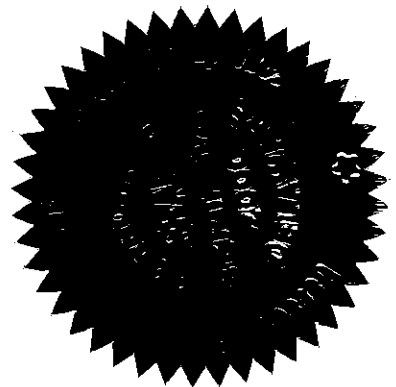
By: 

County Attorney

**APPROVED AS TO TERMS
AND CONDITIONS**

By: *AC* 
SA _____
Department Director

(corp. seal)



**AMENDMENT NO. 2 TO CONTRACT
FOR CONSULTING/PROFESSIONAL SERVICES
CAPITAL IMPROVEMENT PLAN PROGRAM MANAGEMENT
PBCWUD PROJECT NO. 23-035**

Exhibit C

**Hourly Raw Labor Rates and Justification of Contract Multiplier
FIRM NAME: BROWN AND CALDWELL (CORPORATION)
Rate Multiplier = 3.00 (off-site) and 3.00 (on-site)**

ID	POSITION / LABOR CATEGORY	PROGRAM ROLE	MAXIMUM HOURLY RAW LABOR RATE
1	Project Administrator	Program Support	\$38.00
2	Engineer I	Engineering Support	\$48.00
3	Project Analyst	Program Support	\$64.00
4	Engineer II	Engineering Support	\$65.00
5	Engineer III	Engineering Support	\$75.00
6	Senior Engineer	Engineering Support / Project Management	\$88.00
7	Principal Engineer	Engineering Support / Project Management	\$95.00
8	Supervising Engineer	Engineering Support / Project Management	\$127.00
9	Managing Engineer	Project Management	\$135.00
10	Chief Engineer	Engineering/Construction Support	\$142.00
11	Vice-President	Engineering/Construction Support	\$155.00

**AMENDMENT NO. 2 TO CONTRACT
FOR CONSULTING/PROFESSIONAL SERVICES
CAPITAL IMPROVEMENT PLAN PROGRAM MANAGEMENT
PBCWUD PROJECT NO. 23-035**

Exhibit D OSBD Schedules

OSBD Schedule 1

**List of Proposal Contractor/Consultant and Subcontractor/Subconsultant
Participation**

OSBD Schedule 2

Letter of Intent

OSBD SCHEDULE 1

SOLICITATION/PROJECT/BID NAME:Capital Improvement Plan Program Management

SOLICITATION/PROJECT/BID NO.:WUD 23-035

SOLICITATION OPENING/SUBMITTAL DATE:April 21, 2024/June 11, 2024

COUNTY DEPARTMENT: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:Parsons Environment & Infrastructure Group, Inc.

ADDRESS:500 W. Cypress Creek Rd., Ste.200, Fort Lauderdale, FL 33309

CONTACT PERSON:William Rathbun, PE, Assoc. DBIA - Vice President

PHONE NO.:+1 (305) 807-0568

E-MAIL:william.rathbun@parsons.com

PRIME'S DOLLAR AMOUNT OR PERCENTAGE OF WORK:53.5%

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. M.C.O. Construction and Services, Inc.	☐	☒	20%
2. Nova Consulting, Inc.	☒	☐	16.5%
3. The Valerin Group, Inc.	☐	☒	3%
4. Kreation Avenue LLC	☐	☒	3%
5. Brown and Caldwell (Corporation)	☒	☐	4%

(Please use additional sheets if necessary)

Total Bid/Offer Price \$N/A

Total Certified SBE Participation \$46.526%

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

Name & Authorized Signature

Vice President

Title

- 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 OSBD Affirmative Procurement Initiative (API). Please

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.

OSBD 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: WU D23 03 5
SOLICITATION/PROJECT NAME: Capital Improvement Plan Program Management

Prime Contractor: Parsons Environment & Infrastructure Group, Inc. Subcontractor: Brown and Caldwell (Corporation)
(Check box(s) that apply)

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

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	Project Management Services	N/A	N/A	N/A	4%

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

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

Name of 2nd/3rd tier Subcontractor/subconsultant

Price or Percentage: _____

Parsons Environment & Infrastructure Group, Inc.

Print Name of Prime

By:


Authorized Signature

William Rathbun

Print Name

Vice President

Title

Date: 07/09/2026

Brown and Caldwell (Corporation)

Print Name of Subcontractor/subconsultant

By:


Authorized Signature

ALAN SHIRKEY

Print Name

DIRECTOR OF CLIENT SERVICES

Title

Date: 7-9-26

OSBD 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: WUD 23-035
SOLICITATION/PROJECT NAME: Capital Improvement Plan Program Management

Prime Contractor: Parsons Environment & Infrastructure Group, Inc. Subcontractor: Ardurra Group, Inc.
(Check box(s) that apply)

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

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	Project Management Services	N/A	N/A	N/A	0%

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: 0%

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

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

Parsons Environment & Infrastructure Group, Inc.

Print Name of Prime

By: William A Rathbun Digitally signed by William A Rathbun Date: 2026.07.16 15:35:23 -04'00'

Authorized Signature

William Rathbun

Print Name

Vice President

Title

Date: 06/30/2026

Ardurra Group, Inc.

Print Name of Subcontractor/subconsultant

By: Christopher F Kuzler Digitally signed by Christopher F Kuzler Date: 2026.07.16 16:21:54 -04'00'

Authorized Signature

Christopher F. Kuzler

Print Name

Managing Principal/Director

Title

Date: 06/30/2026



500 W. Cypress Creek Road, Suite 200, Fort Lauderdale, Florida 33309
www.parsons.com

January 26, 2026

Mr. Ali Bayat, PE
Director
Palm Beach County Water Utilities Department
8100 Forest Hill Boulevard
West Palm Beach, Florida 33413

Subject: PBCWUD Contract No. 23-035 and Project No. 25-009
Capital Improvement Plan Program Management
Delegation of Signature Authority

Dear Mr. Bayat,

As one of **Parsons Environment & Infrastructure Group Inc.'s** (Parsons) representatives currently registered in Florida's SUNBIZ, I am writing to authorize William Rathbun, Vice President, to sign documents for Parsons associated with the above reference Contract for Consulting/Professional Services and Project.

Should you have any questions or concerns, please do not hesitate to contact me at Patrick.Brooks@parsons.com or 703-898-5514.

Sincerely,

Parsons Environment & Infrastructure Group Inc.

A handwritten signature in black ink, appearing to read 'Patrick Brooks'.

Patrick Brooks, P.E.
Senior Vice President

Cc: William Rathbun, Principal Project Manager
Jeff Kishel, Vice President

DELIVERING A BETTER WORLD

CERTIFICATE OF SECRETARY
OF
BROWN AND CALDWELL,
A CALIFORNIA CORPORATION

I, the undersigned, do hereby certify that:

1. I am the duly elected and acting Secretary of Brown and Caldwell, a California corporation, and am keeper of the corporate records and seal of said corporation.
2. Under policies and procedures duly authorized by the Board of Directors of Brown and Caldwell, Alan Shirkey is authorized to sign contracts on behalf of the company.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Corporation this 19th day of August 2025.



SIGNED:

ROBERT D. GOODSON, Secretary

(SEAL)





Water Utilities Department
Engineering Division

8100 Forest Hill Blvd
West Palm Beach, FL 33413

(561) 493-6000

Fax: (561) 493-6085

www.pbcwater.com

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"

Official Electronic Letterhead

July 14, 2025

Mr. William Rathbun, Principal Project Manager
Parsons Environment & Infrastructure Group Inc.
8333 Northwest 53rd Street, Suite 602
Doral, Florida 33166

Re: Project Number: 23-035
Capital Improvement Plan Program Management
Notification of Contract Clauses No Longer Being
Enforced Pursuant to Emergency Ordinance 2025-014

Dear Mr. Rathbun,

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 the contract document (R2025-0092) under Article 7- Subcontracting 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 in, and made part of, the contract file.

Should you require any additional information please contact Ms. Christina Bervin at cbervin@pbcwater.com or at (561) 493 5203.

Cordially,

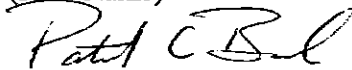

Jane House, P.E., LEED AP
Director of Engineering Division

Receipt Acknowledged and In Agreement:

Parsons Environment & Infrastructure Group Inc.
(Consultant)

Patrick C. Brooks

(Print Name)



(Signature)

July 15, 2025

(Date)