Agenda Item #3K-3

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

| | | | |
|---|---|---|---|
| **Meeting Date:** | **December 1, 2026** | **Consent [X]**<br>**Public Hearing [ ]** | **Regular [ ]** |
| **Department:** | **Water Utilities Department** | | |

## I. EXECUTIVE BRIEF

**Motion and Title: Staff recommends motion to approve:** Consultant Services Authorization (CSA) No. 5 to Consulting/Professional Services for Utility Distribution & Collection System Engineering Services (Contract) with Thompson & Associates, Inc., Civil Engineering (Consultant) for the Belle Glade Mobile Home Parks Watermain Replacement (Project) for a not to exceed amount of $616,500.

**Summary:** On December 19, 2023, the Board of County Commissioners (BCC) approved the Palm Beach County Water Utilities Department (PBCWUD) Contract (R2023-1869) with Consultant. CSA No. 5 provides professional engineering services during construction for the replacement of approximately 16,000+ linear feet of aged water main piping for Pioneer, Tillmans and Arrowhead Estates Mobile Home Parks located in the City of Belle Glade, Florida. Services include construction management services, field observations, project administration and review of deliverables.

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

**Background and Justification:** The water distribution system experiences issues with leaks, unknown location of facilities and undersized water mains and valve isolation. Consultant will assist with coordination between PBCWUD and the contractor, providing clarification on construction documents, full-time inspection and review the contractor's documentation, including pay applications. The Project is needed to increase fire protection, restore the service life, reduce water loss and improve the water distribution system's effectiveness. The Project will also help to reduce the operations and maintenance workload and associated cost.

**Attachments:**

1. Two (2) Original of Consultant Services Authorization No. 5
2. Location Map
3. Ebix Compliance Summary Report

Recommended By: Ali Bayat — 10/26/26
**Department Director** — **Date**

Approved By: — 11/13/26
**Chief Deputy County Administrator** — **Date**

## II. FISCAL IMPACT ANALYSIS

**A. Five Year Summary of Fiscal Impact:**

| Fiscal Years | 2027 | 2028 | 2029 | 2030 | 2031 |
|---|---|---|---|---|---|
| Capital Expenditures | $616,500 | 0 | 0 | 0 | 0 |
| Operating Costs | 0 | 0 | 0 | 0 | 0 |
| External Revenues | 0 | 0 | 0 | 0 | 0 |
| Program Income (County) | 0 | 0 | 0 | 0 | 0 |
| In-Kind Match County | 0 | 0 | 0 | 0 | 0 |
| NET FISCAL IMPACT | $616,500 | 0 | 0 | 0 | 0 |
| # ADDITIONAL FTE POSITIONS (Cumulative) | 0 | 0 | 0 | 0 | 0 |

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

Is Item Included in Current Budget? Yes X No ____

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

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

Reporting Category N/A

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

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

**C. Department Fiscal Review:** 10/21/26

## III. REVIEW COMMENTS

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

11/5/2026
OFMB

11/4
ESW 11.5.26

11/5/26
Contract Development and Control

**B. Legal Sufficiency:**

11/6/26
Chief Assistant County Attorney

**C. Other Department Review:**

Department Director

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

CONSULTANT SERVICES AUTHORIZATION NO. 5
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
*Utility Distribution & Collection System Engineering Services*
Resolution No. R2023-1869 Contract Dated December 19, 2023

**Project Title:** Belle Glade Mobile Home Parks Water Main Replacement

**PBCWUD Project No.:** 26-001

**Consultant:** Thompson & Associates, Inc., Civil Engineering

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

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

**District No.:** 6

This Consultant Services Authorization provides for: Professional Engineering Services During Construction (ESDC) for Palm Beach County Water Utilities Department (PBCWUD) project no. 26-001. Construction administration services will include full-time inspection (1 inspector), review of shop drawings, requests for information (RFI) and plan clarifications, and coordination with County and Contractor's staff.

(See **ATTACHMENT A** for detailed scope of services)

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

1. Services completed by the Consultant to date :

   **See ATTACHMENT B.**

2. Consultant shall begin work upon receipt of Notice to Proceed correspondence.

3. The compensation to be paid to the Consultant for providing the requested services shall be:

   A. Computation of time charges plus expenses, not to exceed $ 616,500.00

   B. Fixed price of $ 0.00

   C. Total $ 616,500.00

4. This Authorization may be terminated, in whole or in part, by the County with or without cause in accordance with the Contract terms. In the event of termination not the fault of the Consultant, the Consultant shall be compensated for all services performed to termination date, together with reimbursable expenses (if applicable) then due in accordance with the Contract terms. Consultant agrees to waive any and all claims for lost profits or anticipated future profits in the event of a termination with or without cause under this Contract.

CONSULTANT SERVICES AUTHORIZATION NO. 5
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
*Utility Distribution & Collection System Engineering Services*
Resolution No. R2023-1869 Contract Dated December 19, 2023

**Project Title:** Belle Glade Mobile Home Parks Water Main Replacement

**PBCWUD Project No.:** 26-001

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

CONSULTANT SERVICES AUTHORIZATION NO. 5
Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services
*Utility Distribution & Collection System Engineering Services*
Resolution No. R2023-1869 Contract Dated December 19, 2023

**Project Title:** Belle Glade Mobile Home Parks Water Main Replacement

**PBCWUD Project No.:** 26-001

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

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

Yvette Drucker
Clerk of the Circuit Court & Comptroller

Palm Beach County, Board of County Commissioners

ATTEST:

Signed: _____

Typed Name: _____
Clerk

Signed: _____
Mayor

AB

D.Z
JA

_____
(Date)

Approved as to Form and Legal Sufficiency

Signed: _____

Typed Name: Michael W. Jones
County Attorney

Thompson & Associates Inc., Civil Engineering
(Consultant)

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

_____
(Signature)

President
(Title)

October 6, 2026
(Date)

STATE OF FLORIDA
COUNTY OF Broward

The foregoing instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 6 day of October, 2026, by James F Thompson who is ☒ personally known to me or ☐ has produced _____ as identification.

_____
(Signature of Notary Public - State of Florida)

NOTARY PUBLIC STATE OF FLORIDA
LAUREN LEE JOHNSON
Commission # HH 597917
Expires October 1, 2028

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

## LIST OF ATTACHMENTS

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

# ATTACHMENT A

## SCOPE OF SERVICES

**Project Title:** Belle Glade Mobile Home Parks Water Main Replacement

**PBCWUD Project No.:** 26-001

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

Engineering Services During Construction (ESDC) for Palm Beach County Water Utilities Department (PBCWUD) Project No. 26-001. Project No. 26-001, Belle Glade Mobile Home Parks Water Main Replacement involved the replacement of aging potable water systems at three mobile home parks (Tillmans, Arrowhead Estates and Pioneer Mobile Home Parks), which included 16,000+ LF of new 4", 8", and 12" water mains, aerial canal crossings, service reconnections, new hydrants, abandonment of 18,000+ LF of existing mains, SUE/survey/geotechnical coordination, permitting, and bidding support.

The construction services will include, but not limited to, coordination between PBCWUD and the Contractor, providing clarification on construction documents, full-time inspection, certification and close-out of project.

### Task 1 – Engineering Services During Construction (ESDC)

The CONSULTANT shall provide Construction Administration and Full-Time Resident Project Representation services on behalf of Palm Beach County Water Utilities Department (PBCWUD) throughout the construction phase of the Project.

PBCWUD acknowledges that the duration of construction activities is dependent upon the Contractor's performance, weather conditions, permit agency requirements, utility conflicts, unforeseen site conditions, and other factors outside the CONSULTANT's control. Therefore, the anticipated construction duration of six hundred forty (640) calendar days is an estimate only and may be adjusted based on actual project conditions. Services beyond the assumptions identified herein may require a supplement to this CSA.

The CONSULTANT shall perform the following services:

1.1 Project Management and Meetings – CONSULTANT shall coordinate with the PBCWUD, Contractor, Full-Time Inspector and Local Jurisdiction Inspectors during the construction of the project (assumption 1 hour per day). CONSULTANT shall conduct the pre-construction meeting with PBCWUD and the Contractor(s) to exchange pertinent information, project contact information, project schedule, safety procedures and material procurement. CONSULTANT shall conduct forty-two (42) Bi-weekly Progress Meetings with Contractor and PBCWUD.

1.2 Construction Management During Construction – CONSULTANT shall Review Shop Drawings, Review Request for Information (RFI), pay applications, submittals, and change order requests. Prior to commencement of construction, CONSULTANT shall review shop drawings (Assumed up to 25 Shop Drawing Review) and respond to each shop drawing submitted by Contractor within 14 calendars days of receipt. CONSULTANT shall review Contractor's Request for Information (RFI) (Assumed up to 30 RFIs), evaluate the request and provide a response. CONSULTANT shall review monthly pay requests (Assumed 22 total) from the Contractor for accuracy. CONSULTANT shall review and coordinate change order requests from the Contractor and provide recommendations to PBCWUD.

CONSULTANT shall prepare plan changes/re-designs as needed to respond to RFIs and Change Orders (Assumed up to 5 revisions). All responses shall include feedback from PBCWUD. CONSULTANT shall provide PBCWUD with weekly construction progress via email summarizing the work performed.

1.3 Provide Full-Time On-Site Inspector – CONSULTANT shall Provide a Resident Project Representative (RPR) to conduct on-site observations and verification of construction in progress (including specialized field tests) and assist in determining if construction is proceeding in substantial accordance with the Contract Documents. The anticipated construction schedule shall be sixteen (16) months. Inspector shall be on-site five (5) days a week for eight (8) hours per day, calculated, from West Palm Beach Office to project sites, during construction. CONSULTANT shall prepare daily reports and submit them to PBCWUD.

1.4 Participate in Substantial and Final Completion Inspection – CONSULTANT shall attend the Substantial Completion Inspection and prepare a list of items requiring completion or correction (i.e., Punch List). CONSULTANT shall prepare Punch List and Cost Estimate for the remaining items for approval by PBCWUD. CONSULTANT shall provide punch list to the Contractor, who will address the deficiencies. CONSULTANT shall update punch list as corrections are made. CONSULTANT shall attend the Final Completion Inspection. Assumed two (2) inspections per project location.

1.5 Review of As-builts, Test Results, Permit Close-out Packages and Final Certification – CONSULTANT shall review final as-built drawings, that have been signed and sealed by a surveyor licensed in the State of Florida, supplied by the Contractor. CONSULTANT shall review close-out requirements for permitting agencies and prepare close-out packages. CONSULTANT shall provide final certification to permitting agencies as required to close out permits.

Deliverables for this task shall include:

1. Meeting Minutes from Kick-Off and Project Meeting(s)
2. Daily Inspection Reports
3. Substantial Completion Punch List
4. Record Drawings (PDF and CAD Formats)
5. Project Certifications/Permit Close-outs and Approvals

# ATTACHMENT B

## SUMMARY AND STATUS OF CONSULTANT SERVICES AUTHORIZATIONS

| Auth. No. | PBCWUD Project No. | Title | Status | Project Total Amount | SBE Total Amount | SBE Participation % | Approved By | Approved Date |
|---|---|---|---|---|---|---|---|---|
| 1 | 24-012 | Technical Assistance for Capital Improvement Projects | Approved | $ 49,800.00 | $ 49,800.00 | 100 % | WUD | 05/02/24 |
| 2 | 25-025 | Sugar Cane Growers Cooperative of Florida Force Main Sewer Meter | Approved | $ 64,892.79 | $ 64,892.79 | 100 % | WUD | 07/29/25 |
| 3 | 25-003 | East Main Street Septic-to-Sewer Conversion | Approved | $ 168,270.12 | $ 168,270.12 | 100 % | BCC | 02/03/26 |
| 4 | 26-001 | Belle Glade Mobile Home Parks Water Main Replacement | Approved | $ 699,907.44 | $ 699,907.44 | 100 % | BCC | 02/03/26 |
| 5 | 26-001 | Belle Glade Mobile Home Parks Water Main Replacement | Pending | $ 616,500.00 | $ 616,500.00 | 100 % | BCC | Pending |
| 6 | 26-040 | Pahokee Marina Water Main Replacement | Pending | $ 199,925.02 | $ 199,925.02 | 100 % | CRC | Pending |

**ATTACHMENT C**

**OSBD SCHEDULE 1**

# OFFICE OF SMALL BUSINESS DEVELOPMENT

# OSBD SCHEDULE 1

**SOLICITATION/PROJECT/BID NAME:** Belle Glade Mobile Home Parks Water Main Replacement

**SOLICITATION/PROJECT/BID NO.:** 26-001

**SOLICITATION OPENING/SUBMITTAL DATE:** N/A

**COUNTY DEPARTMENT:** Palm Beach County Water Utilities Department

## Section A

**PLEASE LIST THE DOLLAR AMOUNT OR PERCENTAGE OF WORK TO BE COMPLETED BY THE PRIME CONTRACTOR/CONSULTANT* ON THE PROJECT:**

**NAME OF PRIME RESPONDENT/BIDDER:** Thompson & Associates, Inc. Civil Engineering

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

**CONTACT PERSON:** James F. Thompson, PE

**PHONE NO.:** 954-761-1073

**E-MAIL:** jim@thompson-inc.com

**PRIME'S DOLLAR AMOUNT OR PERCENTAGE OF WORK:** $616,500.00

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

**Non-SBE** ☐ **SBE** ☑

## Section B

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

| Subcontractor/Sub consultant Name | (Check all Applicable Categories) Non-SBE | SBE | DOLLAR AMOUNT OR PERCENTAGE OF WORK |
|---|---|---|---|
| 1. | ☐ | ☐ | |
| 2. | ☐ | ☐ | |
| 3. | ☐ | ☐ | |
| 4. | ☐ | ☐ | |
| 5. | ☐ | ☐ | |

(Please use additional sheets if necessary)

**Total** 0

**Total Bid/Offer Price $** 616,500.00

**Total Certified SBE Participation $** 616,500.00

**I hereby certify that the above information is accurate to the best of my knowledge:** James F. Thompson, P.E. (Name & Authorized Signature) James Thompson 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.**

**ATTACHMENT C**

**OSBD SCHEDULE 2**

# OFFICE OF SMALL BUSINESS DEVELOPMENT

## 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: 26-001

SOLICITATION/PROJECT NAME: Belle Glade Mobile Home Parks Water Main Replacement

Prime Contractor: Thompson & Associates, Inc. Civil Engineering Subcontractor: Thompson & Associates, Inc. Civil Engineering

**(Check box(s) that apply)**

■ SBE ☐ Non-SBE ☐ Supplier Date of Palm Beach County Certification (if applicable): 3/24/25 to 3/23/28.

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

| Line Item | Item Description | Unit Price | Quantity/ Units | Contingencies/ Allowances | Total Price/Percentage |
|---|---|---|---|---|---|
| 1 | Engineering Services During Construction (ESDC) | $616,500.00 | 1 | | $616,500.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

The undersigned Subcontractor/subconsultant is prepared to self-perform the above-described work in conjunction with the aforementioned project at the following total price or percentage: $616,500.00

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

_____ **Price or Percentage:** _____

**Name of 2nd/3rd tier Subcontractor/subconsultant**

Thompson & Associates, Inc. Civil Engineering
Print Name of Prime

By: James Thompson
Authorized Signature

James F Thompson, P.E.
Print Name

President
Title

Date: 10/05/2026

Thompson & Associates, Inc. Civil Engineering
Print Name of Subcontractor/subconsultant

By: James Thompson
Authorized Signature

James F Thompson, P.E.
Print Name

President
Title

Date: 10/05/2026

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

# ATTACHMENT D

## PROJECT SCHEDULE

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

| *Engineering Services* | *Completion Date from Notice to Proceed* |
|---|---|
| TASK 1 – Engineering Services During Construction | 640 |

## ATTACHMENT E - BUDGET SUMMARY

Palm Beach County Water Utilities Department
Contract for Consulting/Professional Services: Utility Distribution & Collection System Engineering Services
Resolution No.: R2023-1869 Contract Dated: December 19, 2023
Consultant Services Authorization No.: 5
Consultant: Thompson & Associates, Inc. Civil Engineering
Project Title: Belle Glade Mobile Home Parks Water Main Replacement
PBCWUD Project No.: 26-001

| Task Number | Task Description | Labor Classification and Hourly Rate | | | | | | | | | | Prime Consultant Totals | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | | Principal | Sr. Project Manager | Project Manager | Senior Engineer | Engineer | Sr. Engineering Technician | Engineering Technician | Sr. Resident Project Representative | Resident Project Representative | Administrative Assistant | Total Hours | Total Labor | Reimbursable | Total Labor/ Reimbursable |
| | Max Raw Rate (Exhibit B) | $ 100.00 | $ 90.00 | $ 70.00 | $ 80.00 | $ 60.00 | $ 50.00 | $ 40.00 | $ 55.00 | $ 45.00 | $ 30.00 | | | | |
| | Multiplier | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | 3.0 | | | | |
| | Max Bill Rate | $ 300.00 | $ 270.00 | $ 210.00 | $ 240.00 | $ 180.00 | $ 150.00 | $ 120.00 | $ 165.00 | $ 135.00 | $ 90.00 | | | | |
| **Task #1** | **Engineering Services During Construction (ESDC) (HOURLY NOT TO EXCEED)** | | | | | | | | | | | | | | |
| 1.1 | Project Management and Meetings | | 250 | | | | 350 | | | 8 | | 608 | $ 121,080.00 | $ - | $ 121,080.00 |
| 1.2 | Construction Management During Construction | | 220 | | | | 370 | | | | | 590 | $ 114,900.00 | $ - | $ 114,900.00 |
| 1.3 | Provide Full-Time On-Site Inspector | | | | | | | | | 2560 | | 2560 | $ 345,600.00 | $ - | $ 345,600.00 |
| 1.4 | Participate in Substantial and Final Completion Inspection | | 36 | | | | 36 | | | | | 72 | $ 15,120.00 | $ - | $ 15,120.00 |
| 1.5 | Review of As-builts, Test Results, Permit Close-out Packages and Final Certification | | 40 | | | | 60 | | | | | 100 | $ 19,800.00 | $ - | $ 19,800.00 |
| | **Task #1 - Subtotal** | **0** | **546** | **0** | **0** | **0** | **816** | **0** | **0** | **2568** | **0** | **3930** | **$ 616,500.00** | **$ -** | **$ 616,500.00** |
| | **Total Labor Hours** | **0** | **546** | **0** | **0** | **0** | **816** | **0** | **0** | **2568** | **0** | **3930** | | | |
| | **Labor Raw Costs** | **$ -** | **$ 49,140.00** | **$ -** | **$ -** | **$ -** | **$ 40,800.00** | **$ -** | **$ -** | **$115,560.00** | **$ -** | | **$ 205,500.00** | | |
| | **Total Labor Cost (Max Bill Rate * Total Labor Costs)** | **$ -** | **$147,420.00** | **$ -** | **$ -** | **$ -** | **$122,400.00** | **$ -** | **$ -** | **$346,680.00** | **$ -** | | **$ 616,500.00** | | |
| | **Project Total** | | | | | | | | | | | **3930** | **$ 616,500.00** | **$ -** | **$ 616,500.00** |

# ATTACHMENT F

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

## SUMMARY OF
## SBE BUSINESS TRACKING

| **Master Contract Participation** | **SBE: 100%** |
|---|---|
| | |
| Current Proposal | |
| Value of Authorization No. 5 | **$ 616,500.00** |
| Value of SBE Letters of Intent | **$ 616,500.00** |
| Actual Percentage | **100%** |
| | |
| Signed/Approved Authorizations | |
| Total Value of Authorizations | **$ 982,870.35** |
| Total Value of SBE Signed Subcontractors | **$ 982,870.35** |
| Actual Percentage | **100%** |
| | |
| Signed/Approved Authorizations Plus Current Proposal | |
| Total Value of Authorization | **$ 1,599,370.35** |
| Total Value of Subcontractors & Letters of Intent | **$ 1,599,370.35** |
| Actual Percentage | **100%** |

# ATTACHMENT G

## Location Map – Pioneer Mobile Home Park

## PBCWUD Project No. 26-001



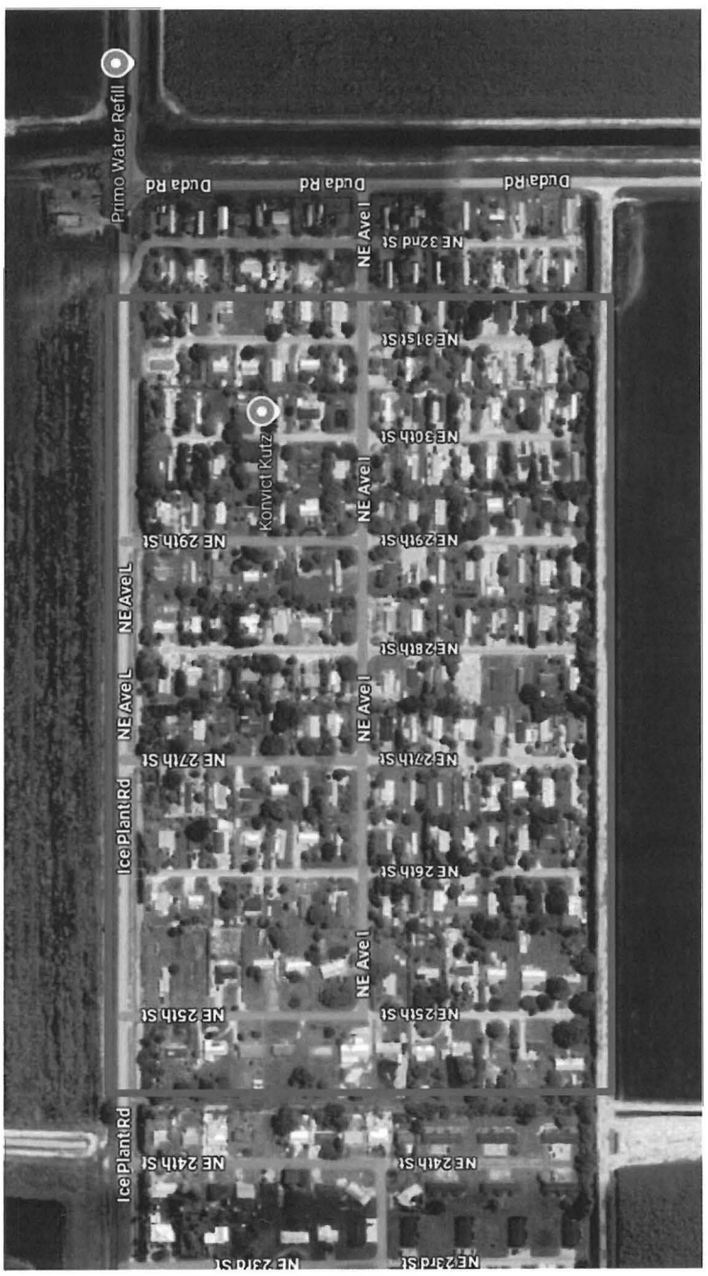
**Location Map – Tillmans Mobile Home Park**

**PBCWUD Project No. 26-001**



**Location Map – Arrowhead Estates Mobile Home Park**

**PBCWUD Project No. 26-001**



**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. James F. Thompson, P.E, President
Thompson & Associates, Inc.
500 S Australian Avenue Suite 623
West Palm Beach, Florida 33401

Re: Project Number: 23-025
Utility Distribution & Collection System Engineering Services
Notification of Contract Clauses No Longer Being Enforced Pursuant to Emergency Ordinance 2025-014

Dear Mr. Thompson,

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 (R2023-1869) 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:**

Thompson & Associates, Inc., Civil Engineering
(Consultant)

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

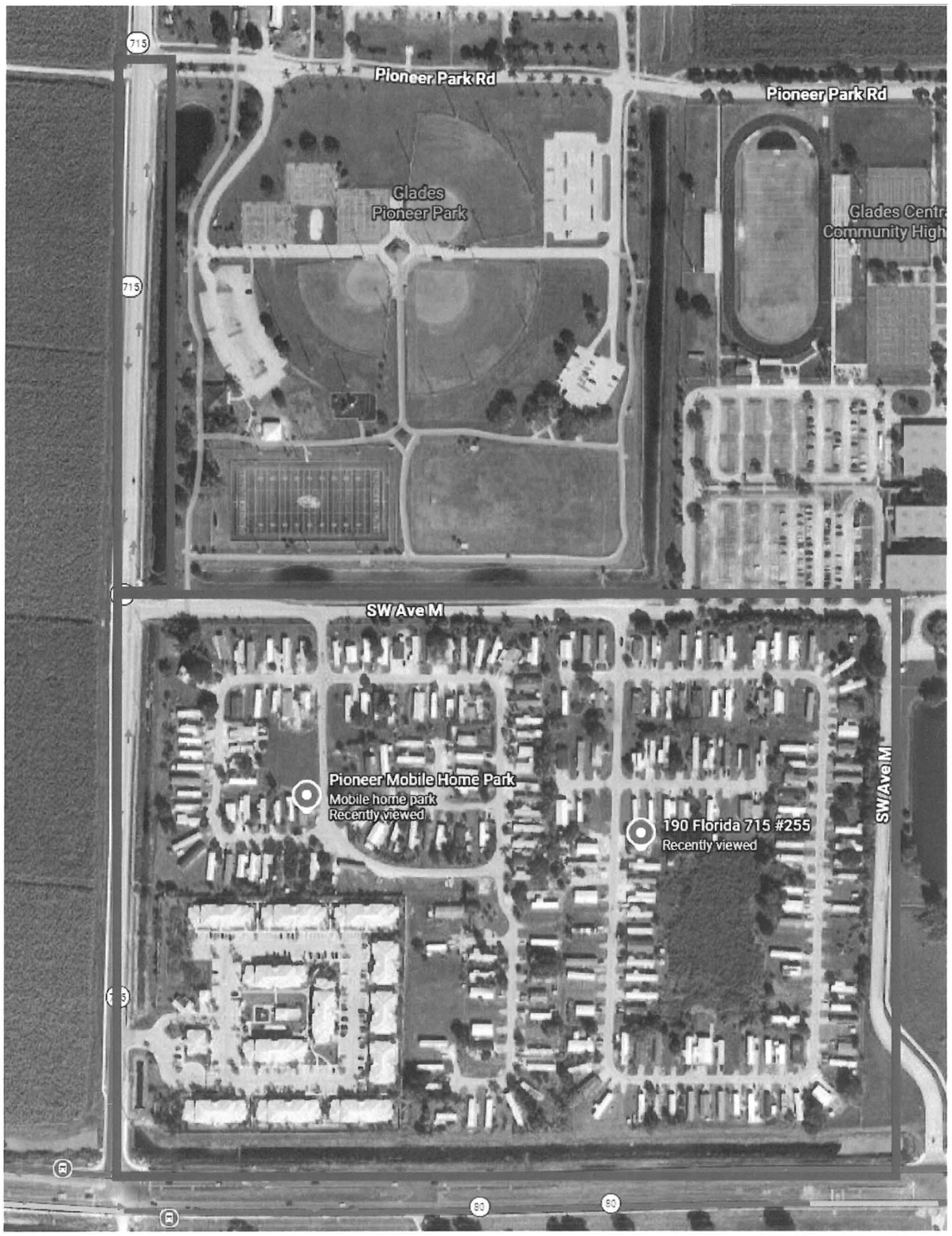
(Signature)

7/15/2025
(Date)

# ATTACHMENT 2

## Location Map

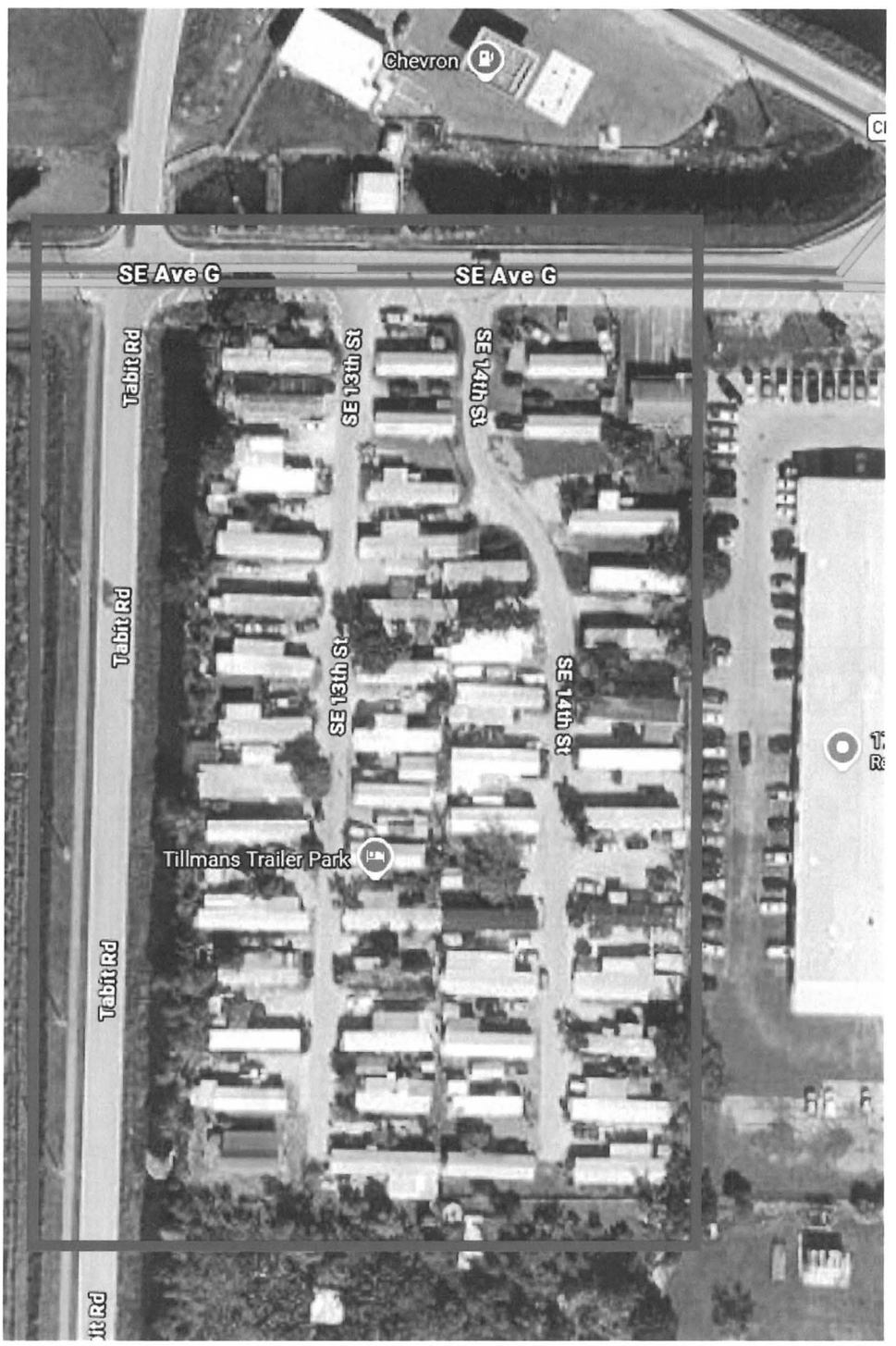
## Pioneer Mobile Home Park




REVISED 08-25-25

**Location Map**

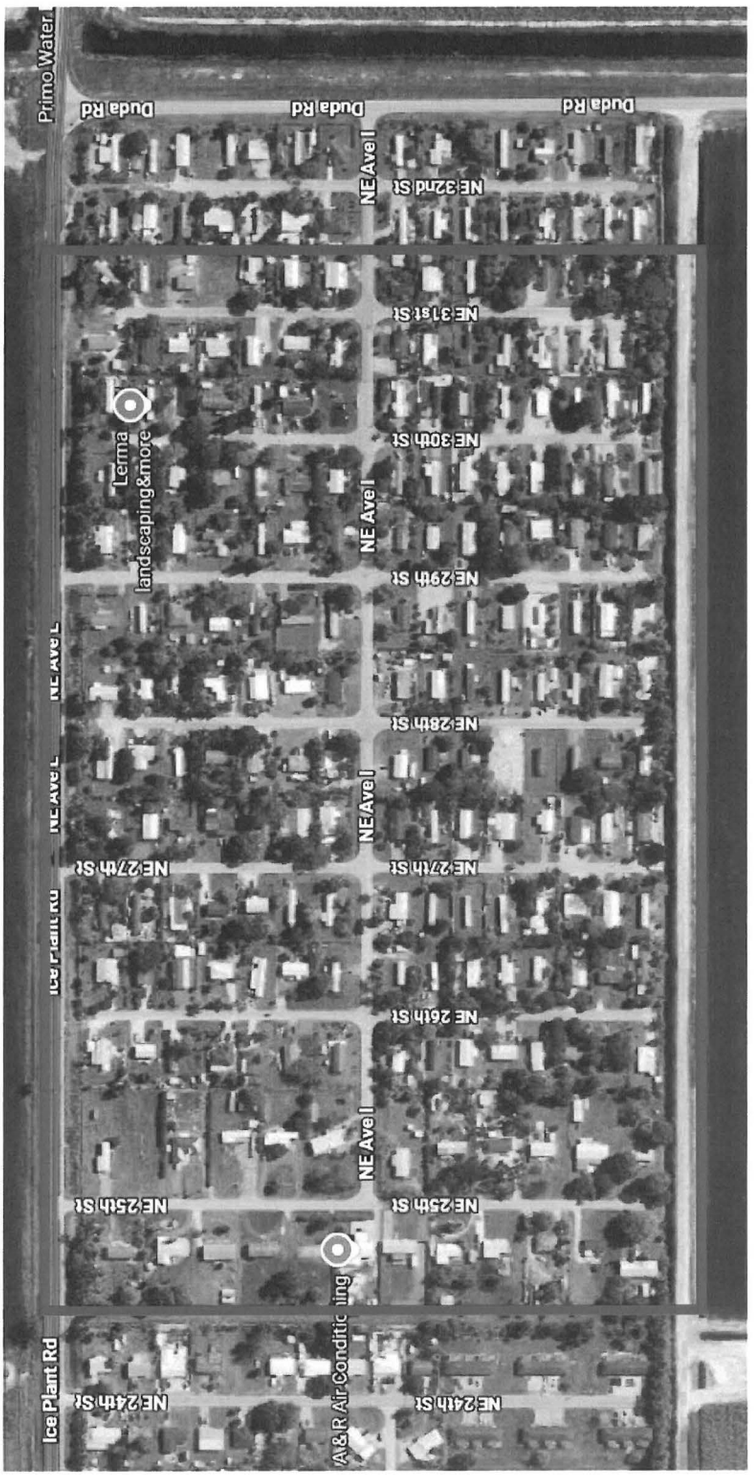
**Tillmans Mobile Home Park**




REVISED 08-25-25

## Location Map

## Arrowhead Estates Mobile Home Park




REVISED 08-25-25

EBIX

# ATTACHMENT No. 3

## Palm Beach County
## Compliance Summary Report

| Vendor Number | Vendor Name | AM Best Rating | Insurance Carrier | Policy # | Eff. Date | Exp. Date | Coverage | Contract Number | Contract Name |
|---|---|---|---|---|---|---|---|---|---|
| DX00002580 | Thompson & Associates,Inc.,Civil Engineering | Modified | Compliant | | | | | 23-025 | Contract For Consulting/Professional Services Utility Distribution and Collection System Engineering Services |
| | | A+p , XV | Nutmeg Insurance Company | 20UEGEI3812 | 1/8/2026 | 1/8/2027 | Auto Liability | | |
| | | A+p , XV | Hartford Underwriters Insurance Company | 20SBUAP5AVA | 1/8/2026 | 1/8/2027 | Excess Liability | | |
| | | A+p , XV | Hartford Underwriters Insurance Company | 20SBUAP5AVA | 1/8/2026 | 1/8/2027 | General Liability | | |
| | | A++ , XIV | RLI Insurance Company | RDP0062390 | 6/1/2026 | 6/1/2027 | Professional Liability | | |
| | | A+p , XV | Hartford Casualty Insurance Company | 20WEGAP5AYJ | 1/8/2026 | 1/8/2027 | Workers Comp | | |

**Risk Profile :** Standard - Professional Services

**Required Additional Insured :** Palm Beach County Board of County Commissioners

**Ownership Entity :**