

WESTGATE/BELVEDERE HOMES COMMUNITY REDEVELOPMENT AGENCY

Monday February 12, 2024, Board Meeting

1280 N. Congress Ave. Suite 215

West Palm Beach FL 33409

**NOTE: Agenda Summary (Pages 3 - 4)
Staff Report (Pages 5 - 11)**

- I. CALL TO ORDER / ROLL CALL**
- II. AGENDA APPROVAL**
 - 1. Additions, Deletions, Substitutions to Agenda**
 - 2. Adoption of Agenda**
- III. ADOPTION OF W/BH January 8, 2024 CRA MINUTES (Pages 12 - 15)**
- IV. PUBLIC COMMENTS**
- V. DISCLOSURES**
- Vi. CONSENT AGENDA**
- VII. REGULAR AGENDA**
 - 1. Approval of Funding for the Construction Engineering and Inspection (CEI) of the Cherry Road Transportation Planning Agency Funded Project (Pages 16-36)**
 - 2. Extension of the Danza Group Option Agreement (Pages 37)**
- VIII. REPORTS**
 - A. Staff Reports**
 - Correspondence (Pages 38-39)**
 - Attorney's Report**
 - B. Committee Reports and Board Comments**
 - 1. Administrative/Finance –**
 - 2. Capital Improvements – Chair, Mr. Daniels**
 - 3. Land Use –**

4. Real Estate – Chair, Mr. Kirby
5. Marketing –
6. Community Affairs –
7. Special Events – Chair, Ms. Rufty

IX. ADJOURNMENT

ANY PERSON MAKING IMPERTINENT OR SLANDEROUS REMARKS OR WHO BECOMES BOISTEROUS WHILE ADDRESSING THE BOARD WILL BE BARRED FROM FURTHER AUDIENCE BEFORE THE BOARD BY THE PRESIDING OFFICER, UNLESS PERMISSION TO CONTINUE OR AGAIN ADDRESS THE BOARD AS GRANTED BY A MAJORITY VOTE OF THE BOARD MEMBERS PRESENT.

IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS BOARD WITH RESPECT TO ANY MATTER CONSIDERED AT THIS MEETING, HE WILL NEED A RECORD OF THE PROCEEDING, AND FOR SUCH PURPOSE HE MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDINGS IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED.

ON JUNE 7, 1994, THE BOARD OF COUNTY COMMISSIONERS APPROVED RESOLUTION NO. 94-693, KNOWN AS THE CODE OF ETHICS. UNDER SECTION 11, IT IS REQUIRED THAT PAID AND UNPAID LOBBYISTS REGISTER. PLEASE REFER TO SECTIONS 11.01 AND 11.02 IN THE CODE OF ETHICS FOR REGISTRATION SPECIFICS. FOR YOUR USE, REGISTRATION FORMS ARE AVAILABLE FROM THE CRA'S ADMINISTRATIVE ASSISTANT.

AGENDA ITEMS
Westgate/Belvedere Homes CRA Board Meeting
In Person and Via Zoom
February 12, 2024

REGULAR AGENDA

1. Approval of Funding for the Construction Engineering and Inspection (CEI) of the Cherry Road Transportation Planning Agency Funded Project

A. Background and Summary: At the January 8 meeting the Board approved an Interlocal Agreement with Palm Beach County Engineering Department for the construction of the Cherry Road streetscape. The Department has recently selected a CEI consultant for the work. The Services will be provided by BCC Engineering LLC, HBC Engineering, and Radise International L.C. The total cost is \$213,800 (consultant fee: \$180,726; Contingency: \$18,074; Staff costs: 15,000).

A construction contractor has not been selected for the project.

The Cherry Road project proposes the following: a new sidewalk on the north side of Cherry Road, from Military Trail to Quail Drive, a new sidewalk on the south side of Cherry Road from Quail Drive to County Club Road, a new pedestrian lighting on both sides of Cherry Road, at least one high visibility crosswalk, new street trees where allowable, and milling and resurfacing of Cherry Road from Military Trail to Quail Drive.

The CRA has already paid for the design of the project. The costs of design and CEI will not be reimbursed by the grant. The CRA will need to provide construction funds as soon as a contractor is selected for the project.

B. Recommendation: Staff recommends that the Board authorize a payment of \$213,800 for construction, engineering, and inspection of the construction of the Cherry Road TPA streetscape.

2. Extension of the Danza Group Option Agreement

A. Background and Summary: The CRA Board executed an Agreement with the Danza Group on February 24, 2021. The Agreement provided that the Group had one year from the date of the execution of the Agreement to exercise the option to acquire the properties from the CRA. This Option Period expired on February 24, 2022. It was extended for another year to February 24, 2023. The Agreement was extended two

times after February 2023. The last extension was on August 14, 2023, for another six months. That last extension will be expired on February 14, 2024. The Danza Group is seeking another extension to complete the entitlement process.

Before executing the option agreement, the Danza Group needs to demonstrate to the reasonable satisfaction of the WCRA, first, that the Group has cash on hand sufficient to acquire and redevelop the property substantially as set forth in the Agreement and second, that the Group has obtained from Palm Beach County and other applicable land development regulators approvals which allows Danza to develop the project detailed in the Option Agreement.

The Danza Group resubmitted a modified plan to the Palm Beach County Zoning Division at the end of 2023. There seems to be a path for the approval of the proposed development. The Group has received a few comments and is resubmitting the application soon to respond to the comments. They believe the application will be approved in less than six months.

- B. Recommendation:** Staff recommend to approve a six-month extension for the Danza Group Option Agreement.



BOARD MEETING

February, 11, 2024

Staff Update on In-House & Private Redevelopment Projects

Streetlights Initiative + Westgate Safety Plan

Background: Staff has requested the installation of 280+ new streetlights within the North and South Westgate Estates neighborhoods of the CRA district from FPL. The streetlights initiative is in the final stage of permitting. FPL resubmitted in January to respond to Land Development comments. To supplement this effort, Staff is working with County Administration to secure a legislative appropriation of \$750,000. This funding would also be used to leverage CRA TIF in the creation of a Westgate Safety Plan. Planning for the development of a Safety Plan is underway.

2023-B Solid Waste Authority Blighted & Distressed Properties Grant Application (IN PROCESS)

Update: Staff issued a Request for Quotation in July for the demolition of the structure. The RFQ closed in August with BG Group as the sole responder. BG Group estimates a cost of \$57,460 for permitting and demolition/removal. This proposal has been revised upwardly to \$63,583.00 to include the removal of the septic system and permit application fees. The site is overgrown with large non-native vegetation which will also be removed as a part of the grant project. This work is estimated at \$22,000.

The SWA Governing Board awarded the CRA a grant in the amount of \$40,122 at their February 2023 meeting. The grant is for demolition only. The CRA will be responsible for vegetation removal and lot clearing. Following the execution of the ILA at the end of April, the CRA received 50% of the disbursement, with the remaining disbursement to be paid by the SWA upon project completion.

Background: CRA Staff has submitted a grant application to the SWA through its Blighted & Distressed Properties Clean-Up Grant Program for funding to demolish the structure at 1304 Seminole Blvd. The Program has been modified and will now only cover costs associated with demolition. Lot clearing and vegetation removal must be covered by the Agency. The SWA Governing Board will vote to approve funding at their February meeting.

SFWMD Compensating Floodplain Storage Mitigation Bank (IN PROCESS)

Update: On June 30th SFWMD formally established a compensating storage bank for C-51 basin, sub-basin 39. This bank only includes the 5.6-acre Westgate Central Lake aka Dennis Koehler Preserve. Available compensating storage volume available from the bank is 18.21 acre-feet to expire in 2043. The Autumn Ridge project will utilize 6 acre-feet of storage from the mitigation bank. Approx. 12 acre-feet will be remaining for future redevelopment projects. Staff is considering developing a program for accessing credits from the bank.

Background: The CRA is working with Higgins Engineering and SFWMD to formalize a storm water storage mitigation/redevelopment credit program using the Dennis Koehler Preserve retention lake for redevelopment projects within a certain basin or sub-basin. Higgins Engineering estimates that approximately 28-acre feet could be available to redevelopment projects to offset storage requirements. Some of those acre feet have already been pledged to the Greene Apartments and Autumn Ridge projects.

WCRAO/ULDC Amendments (IN PROCESS)

Update: Staff submitted amendment draft to Zoning in early October. Staff anticipates requesting Board approval of the amendments at the December meeting pending approval from the Zoning Division in

October/November. Concurrently, Staff is exploring the concept of merging the WCRAO with the URAO toward a Redevelopment Code for the County.

Staff met with Vice-Mayor Weiss, assistant County administrators, and PZB staff on October 26th to discuss ways in which the WCRAO may be streamlined to be made more efficient and flexible to use, while remaining true to intent. A path forward includes a Comprehensive Plan amendment to be initiated early in the new year to better define policies for open space and land development, followed by amendments to the WCRAO/ULDC. *Staff will also propose increases to the Density Bonus Program pool of units as well as explore options to add more daily and pm peak trips to the TCEA pool.* Staff is re-tooling to address the Mayor's concerns.

Update: At their July 2022 meeting, the BCC adopted an amendment to the WCRAO which allows the following pertaining to the WCRAO Use Regulations table:

"The Zoning Director may apply the provisions of Art. 4.B, Use Classification for the underlying zoning district, subject to mutual agreement and approval by the WCRA Board".

Background: The Zoning Division is moving forward with an amendment to the WCRAO that will not only facilitate the approvals for the Hangar project, but also give some ability for flexibility and authority to the CRA Board when the WCRAO is in conflict with permitted uses and standards of the underlying zoning districts. CRA Staff worked with Zoning to revise Overlay language to allow a warehouse use on the site located at 1050 N Congress Ave. concurrent with entitlements for the Hangar project. This amendment will follow a separate timeline from the proposed amendments below.

Update: The following amendments are being targeted to move forward in the 2023 calendar year. Staff will present a draft to the Board once the amendments are fully vetted by the County:

- create a waiver table to provide relief from certain PDRs, supplementary standards and architectural guidelines through an administrative waiver process rather than variances
- dilute Parks & Recreation requirements for open space in the WCRAO, particularly as it applies to the construction of 4 or more single family homes
- clarify that on where formal on street parking is available (ie. Westgate Ave.), it shall be allowed to count towards required parking ratios
- amend Flex Space language to restrict the percentage of industrial uses and increase the percentage of commercial uses allowed where projects with a CH FLU utilize flex space

Background: CRA staff submitted a request letter for amendments to the CRA's zoning overlay in early December 2021 with the optic of adoption by the BCC at the end of 2022. The Zoning Division is under new directorship, and the two-round policy for UDLC amendments is replaced by a prioritization scale. The CRA will work with County Code Revision staff and County departments to develop amendment language for Board review in the coming months. Staff will utilize one of its continuing planning consultants to assist; a proposal for planning technical assistance services will be brought to the Board in February.

FY21 TCRPC Brownfields Site Assessment Grant (IN PROCESS)

Update: Stantec advises that additional testing to determine the extent of contamination and the best process for clean-up is needed. TCRPC has funding available to assist.

Cardno (now Stantec) has completed testing. Results indicate levels of contamination on site that are in excess of allowable State limits. Staff will be meeting with Stantec and TCRPC to discuss next steps.

Cardno has identified that contamination is most concentrated in the northeast corner of the Chickamauga site with no groundwater affected, however further assessment is warranted to determine the spread and depth of contamination in order to recommend the best path for remediation. Using a new round of funding through TCRPC, a specific assessment will be completed by Cardno. Next steps include: specific testing, a meeting with the DEP to determine scope of clean up, and a determination of

funding sources for excavation/clean up (TCRPC or PBC DHED).

Cardno has completed supplementary soils testing and is preparing a final report for CRA review and/or action. Results are targeted to be presented to the CRA Board at their September meeting. Testing indicates a high concentration of Benzo(a)pyrene (BaP) in the northwest corner of the property. Cardno will determine whether remedial action is warranted. Cardno conducted a Phase II assessment in early December. Findings indicate trace amounts of contamination (arsenic & BaP) in the soil; the groundwater is said to be clear. CRA Staff is pursuing a more thorough soils study through funding available through TCRPC prior to issuing an RFP. Phase I ESA findings indicate the need to conduct further assessment of the site to determine if historical adjacent uses have negatively impacted the site. The CRA was approved by the TCRPC for a Phase I Environmental Assessment on September 9, 2021. Brownfields environmental consultants Cardno, completed the Phase I assessment in mid-October 2021.

On August 25, 2021, CRA staff submitted an application for funding from the TCRPC (Treasure Coast Regional Planning Council) Brownfields Program for a Phase I Environmental Assessment for the Chickamauga redevelopment site. Due to historic auto salvage and a dry cleaning use on Okeechobee on the site now occupied by Cumberland Farms, there is a likelihood that the site has some degree of contamination. The grant would fund a Phase I assessment, and a possible Phase II assessment depending upon initial findings. Any remediation timelines and cost to be determined. State funding is possible.

Background: The Chickamauga site consists of 3 parcels, one containing an occupied single family dwelling, purchased by the CRA in December 2019 for \$550,000. The site is located directly south of Spencer Square facing the Dennis Koehler Preserve to the south. The site is earmarked for the CRA for mixed use or high density residential redevelopment. CRA staff anticipates issuing an RFP in FY22.

Community Garden/Greenmarket (ONGOING)

Update: The Plat is recorded and corner clip dedications are complete. CRA staff is planning for the construction of a permanent structure. Staff applied for a USDA Urban Agriculture grant in 21/22 to assist with the construction of the structure and to facilitate enhanced programming at the farm, but was not awarded the grant. CRA staff is looking at the viability of re-applying in another fiscal year.

PBC Transportation Planning Agency (TPA) Transportation Alternatives (TAP) & Local Initiatives (LI) Grants

FY20 Cherry Road Pedestrian & Safety Improvements (FUNDED, 95% DESIGNED)

Update: Design has been completed. Design engineers had identified field conditions that will make the installation of 10-12 ft. wide multi-purpose paths on the north side of Cherry Rd. impossible within the existing ROW. Several options have been discussed with PBC Engineering and the TPA, with the best option being reducing the multi-purpose paths to 8 ft. Engineering is awaiting approval from FDOT on the new cross section prior to design resuming.

PBC Engineering has expressed concerns regarding crosswalks on the approved cross section that requires resolution for the project to move forward on the TPA grant timeline.

The Cherry Road project received approval for funding by the TPA Governing Board in July, 2020. The CRA engaged consultants, WGI to refine the Cherry Rd. improvements project for TPA TAP grant application submittal in the 2020 cycle. CRA Staff and WGI worked with Engineering on improving the proposed typical sections. The project proposes reduced travel lanes for traffic calming, new sidewalks on the south side of Cherry Rd east and west of the bridge to the intersection of Country Club Rd., a new 12' shared multi-use path on the north side of the corridor, new crosswalks, pedestrian scale lighting, and shade trees where allowed. The total project cost is \$1.96 million. The grant

reimburses \$1 million. The application was submitted to the TPA on February 28, 2020.

FY19 and Seminole Blvd. Complete Streets (FUNDED/100% DESIGNED, UNDER CONSTRUCTION)

Update: Construction is progressing well. Staff will work with Engineering and FDOT to process a field change order to reduce the path on the west side of the ROW from 12 ft. to 10 ft. Staff will engage a landscape architect from WGI through our continuing services contract to create a landscape/irrigation plan for the project. BCC approval of the construction contract is projected for August.

The Transportation Planning Agency Governing Board approved funding for the Seminole Blvd project at their July 18th meeting. The Seminole project was ranked #1. Staff and WGI presented the projects to FDOT and BTPAC in early April; Seminole was ranked #1 and Cherry Rd was #4. The Board recommended that the Seminole Blvd project should be prioritized since it ranked higher and is a larger project.

Background: The Board approved a two-fold work assignment with WGI in November 2018 to prepare a feasibility analysis to identify the best two projects to submit to the TPA for the 2019 Transportation Alternatives Program (TAP) cycle. Based on findings presented by WGI, the Board selected the following project:

Seminole Blvd Complete Streets which expands existing sidewalks to 10-12 ft. multi-use paths on each side of the roadway, adds high visibility crosswalks at each intersection, adds pedestrian scale lighting, and shade trees. The project boundaries are from Okeechobee Blvd. to Oswego Ave. Total construction cost is \$1,622,979. The grant reimburses \$1 million.

TAP grant projects are designed and constructed within 3 years of prioritized funding. Design will begin in 2020 with construction completion in 2022.

FY18 – Westgate Avenue Corridor Complete Streets (FUNDING SECURED, PROJECT TO PROCEED)

Update: The Westgate Ave. streetscape is under construction.

Background Information: Staff engaged WGI to coordinate the preparation of travel demand forecast modelling to determine the impact of reducing Westgate Ave from 5 lanes to 3 lanes utilizing a road diet approach. WGI facilitated communication with PBC TPA and Engineering to determine the best design alternative, held a public input meeting, and drafted the final design for the project be used to obtain funding. WGI met with the Engineering Department to present the lane elimination plan. County staff is in support of the lane reduction from Wabasso to Congress, but they are not in support of the elevated landscape median. An alternative design, which allows for 3 lanes (2 thru lanes and one center turn lane), bike lanes, and floating landscape islands on both sides of the ROW alternating with on street parking was presented to County Engineering for approval and support. With assistance from WGI, the LI grant application was submitted on March 2, 2018. CRA staff is working with County Engineering and Administration to design and administer all 3 of the TPA grant projects.

The TPA Governing Board voted to adopt the TPA List of Priority Projects for the LRTP FY 2020-2024 at their September 20, 2018 meeting. Projects that met TPA and FDOT eligibility requirements were ranked by internal advisory boards, committees and TPA Staff to be forwarded the Governing Board. The Westgate Avenue Complete Streets project was ranked #1 of 6 entries to receive Local Initiatives Program funding. This project has been moved up the timeline due to the inability of other funded projects to proceed. Design can start in July 2019 for FY 2019/20. Construction funding will be approved after the design is completed.

CRA Strategic Plan (ONGOING – TO BE REVISITED)

CRA staff will revisit work on a strategic plan that will implement the goals and objectives of the amended Redevelopment Plan. A strategic plan will outline the specific tasks, timeline and budget

required for redevelopment activities over the next 5 years. It can also serve as a platform for the CRA to refine its vision and mission statement in a way that is current with its shifting priorities. Staff has received some initial input from Board members.

Streetlights for Belvedere Homes (ONGOING)

The Engineering Department is partnering with Office and Community Revitalization to install streetlight in Belvedere Homes. An initial meeting has been held. Citizens are currently gathering signatures and easement authorization from residents and property owners.

Private Redevelopment Projects

Below is list of private development projects that are in the entitlements or the permitting process:

Projects	Address	Status
NorWest Pointe	Westgate at Tallahassee	<ul style="list-style-type: none"> ▪ WCRA recommendation 11/13/23 ▪ Rezoning to RM, DRO approval for additional density for a 9-unit MF rental project
Big Dreams Preschool	1713 Quail Drive	<ul style="list-style-type: none"> ▪ In Zoning – 5/9/23 CRA recommendation ▪ Class B + variances to reestablish a day care use at former Opportunity Inc. site
Al Packer Fleet Services	1668 N Military Trail	<ul style="list-style-type: none"> ▪ In Zoning -- 5/8/23 CRA recommendation ▪ Rezoning to CG, BCC approval for heavy vehicle repair & maintenance
PBC Fire Station #24	Westgate at Seminole	<ul style="list-style-type: none"> ▪ In Zoning – 3/13/23 CRA Board meeting, BCC in August ▪ Rezoning to PO
Aero Village	1699-1705 N. Congress Ave	<ul style="list-style-type: none"> ▪ In Zoning – 1/9/23 CRA Board meeting ▪ 4-stories, 38-unit market rate MF rental development
Westgate Terrace (Danza Group)	2636 Westgate Ave	<ul style="list-style-type: none"> ▪ In Zoning – CRA option contract extended ▪ 4 stories, 46 units – professional office/medical office use on ground floor ▪ CRA-owned parcels, developed with NMTC fed grant in partnership with CRA/PBD DHED
Greene Industrial (aka McDonald Industrial)	1501 N. Florida Mango Rd.	<ul style="list-style-type: none"> ▪ Under construction ▪ 5/9/22 CRA Board meeting ▪ DRO site plan amendment for 62,011 sf office-warehouse use; site to be reconfigured to eliminate all other buildings
The Hangar & Airfield Business Park	1050 N. Congress Ave. (former PBKC collateral property)	<ul style="list-style-type: none"> ▪ Under construction ▪ BCC approval in August 2022 – in DROE for arch. ▪ 2/14/22 CRA Board meeting ▪ 60,000+ sf of privately owned warehouse units with collocated additional warehouse, vehicle sales/repair, community and assembly membership non-profit space
EZ Express Carwash	1098 N. Military Trail (Walmart MUPD)	<ul style="list-style-type: none"> ▪ DRO approval in April for a 2,700-sf. automatic carwash
Cherry Road Plaza MUPD – Extra Space Storage	Cherry Rd	<ul style="list-style-type: none"> ▪ In permitting ▪ Approval for ABN, DOA, Variances, DRO approval for a 161,000 sf (phased) self-service storage facility
Murphy Express Gas Station/C-store	1010 Military Trail (Walmart MUPD)	<ul style="list-style-type: none"> ▪ In permitting ▪ DROE approval February ▪ demolish vacant Walgreens, relocate/ expand existing Murphy Express/add c-store
Palm Key Apartments	Cherokee Ave.	<ul style="list-style-type: none"> ▪ DRO approval in March 2023 ▪ 7 townhome-style multifamily units on .46 ac – utilizing CRA density bonus units
Uovo Art self-service storage	4200 Westgate Ave.	<ul style="list-style-type: none"> ▪ Under construction ▪ BCC approval of ABN- Sept. '21 meeting ▪ proposing a 4-story, 50,000 sf fine art storage facility
Autumn Ridge LITC	Congress Ave.	<ul style="list-style-type: none"> ▪ Under construction ▪ DRO approval – LIHTC funded ▪ 106 units by Landmark Construction, 90% of units at or below 60% of AMI – 77 DBP units, TCEA and rezoning from RM to CG

Greene Apartments	1710 N. Congress Ave.	<ul style="list-style-type: none">▪ Under construction▪ 198 units (138 density bonus units from WCRA pool; 55 income restricted units)▪ SFWMD permit utilizes acre feet from the Preserve
Fern House	1958 Church St.	<ul style="list-style-type: none">▪ Under construction▪ Addition/accessory structure & renovation

**WESTGATE/BELVEDERE HOMES COMMUNITY REDEVELOPMENT AGENCY
1280 N. CONGRESS AVE., SUITE 215, WEST PALM BEACH, FL. 33409
MINUTES OF THE MONTHLY MEETING**

January 08, 2024

I. CALL TO ORDER (IN PERSON MEETING BROADCASTED ON ZOOM PLATFORM)

Mr. Daniels, the Board Chair, called the meeting to order at 5:07p.m. The roll was called by Ms. Bui.

Present: Ronald L. Daniels
Joanne Rufty
Teliska Wolliston
Ruth Haggerty

Absent: Enol Gilles
Joseph Kirby

Staff Present: Elizée Michel, Executive Director
Denise Pennell, Senior Planner
Carmen Geraine, Bookkeeper
Mai Bui, Redevelopment Specialist/Administrative Assistant
Thomas J. Baird, Esq., General Counsel

Absent:

Others Present: Tammy Fields, attended in person.

II. AGENDA APPROVAL

1. Additions, Deletions, Substitutions to Agenda

- No Deletions, Substitutions to Agenda

2. Adoption of Agenda

- It was moved by Ms. Rufty and seconded by Ms. Haggerty to adopt the agenda as amended. Motion carried (4-0)

III. ADOPTION OF W/BH CRA MINUTES

- It was moved by Ms. Haggerty and seconded by Ms. Rufty to adopt the November 13, 2024 minutes. Motion carried (4-0)

IV. PUBLIC COMMENT

- Ms. Tammy Fields, Assistant County Administrator introduced herself to the Board. Ms. Fields serves as the County Administration's liaison to the WCRA.

V. DISCLOSURES

- No Disclosures

VI. CONSENT AGENDA

- No Consent Agenda

VII. REGULAR AGENDA

1. Approval of Interlocal Agreement with Palm Beach County for the design, bidding and Construction of the Cherry Road Transportation Planning Agency (TPA) Funded Project from Military Trail to Quail Drive.

Mr. Michel presented the item to the Board.

The CRA is implementing a grant received from Florida Department of Transportation through Palm Beach County Transportation Agency to improve Cherry Road between Military Trail and Quail Drive

The Cherry Road project proposes the following: a new sidewalk on the north side of Cherry Road, from Military Trail to Quail Drive, a new sidewalk on the south side of Cherry Road from Quail Drive to County Club Road, a new pedestrian lighting on both sides of Cherry Road, at least one high visibility crosswalk, new street trees where allowable, and milling and resurfacing of Cherry Road from Military Trail to Quail Drive.

The County reserves the right to modify the project for future improvement before the expiration of the useful life of the project. In such case, the County expects the CRA to support the removal of the project from the County's right-of-way; and reimburse the County if the County is required to repay or return any funds expended for the project.

The County agrees to design and construct the project according to the approved design section included in the grant application as allowable.

The County agrees to enter into a Local Agency Program (LAP) Agreement with FDOT. The County agrees to hire a design consultant to produce plans, acquire necessary permits, and prepare required LAP documentation for FDOT.

The County will prepare bid documents and contract for the design and construction of the Project, including overseeing the bidding process, and contract finalization. The County will hire Construction Engineering and Inspection (CEI) or use in-house staff to administer contracts for construction of the Project as required by the LAP Agreement. This includes engineering coordination.

The CRA is responsible to forward all grant requirements and conditions received from FDOT to the County, forward all background information received for the project to the County, provide specific guidance and information regarding the project scope, perform all public coordination, and address all public information request regarding the project.

The CRA is responsible for providing funding for the project before a construction contract is issued. The CRA shall be responsible for paying for all costs associated with the projects. The CRA will also be responsible for maintaining the project after it is completed.

The CRA has already paid for the design of the project. The cost of design will not be reimbursed by the grant. The CRA will need to provide construction funds as soon as a contractor is selected for the project.

Staff are asking the Board to authorize the Interlocal Agreement for the design, bidding and construction of the Cherry Road TPA grant.

It was moved by Ms. Rufty and seconded by Ms. Haggerty to authorize the Interlocal Agreement for the design, bidding and construction of the Cherry Road TPA grant. Motion passed unanimously (4-0)

2. Approval of 2024 Westgate CRA Board Meeting Calendar

Mr. Michel presented the item to the Board.

The 2024 Board Meeting Calendar is submitted for approval. It is proposed to move the October and the November Meetings to the first Mondays of the months on October 7, 2024, and November 4, 2024 respectively because of holidays that will fall on the second Mondays.

It was moved by Ms. Wolliston and seconded by Ms. Rufty to approve the 2024 Board Meeting Calendar as presented. Motion passed unanimously (4-0)

VIII. STAFF REPORTS

Mr. Michel updated the Board on the Seminole Blvd project and the streetlights for the Westgate Estates area.

Food Distribution is held at the American Legion Post 141 every second Tuesday of every month.

Motown At the Park will be on February 9, 2024, at the Oswego Oaks Community Park.

Mr. Michel updated the Board about the community meeting that was held on December 5, 2023.

IX. BOARD MEMBER COMMENTS

No Board Member Comments

X. AJOURNMENT

It was moved by Ms. Rufty and seconded by Ms. Haggerty to adjourn the meeting. The meeting was adjourned at 5:40p.m.

Mai Bui

Administrative Assistant, Westgate CRA

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage



OK! Sandra Milem Osipov
1-23-24

January 23, 2024

[Revisions: 12/7/23; 12/22/23; 1/11/24; 1/19/24]

Kristine Frazell-Smith, P.E.
Local Roads Section Manager
Roadway Production Division
Palm Beach County
2300 N Jog Road
3rd Floor, West Wing
West Palm Beach, FL 33411

Scope & Fee Okay
1/24/24

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting

Subject: Proposal for Construction Engineering and Inspection (CEI) Services PBC CEI Annual Services

BCC Engineering, LLC is pleased to submit this proposal to provide Construction Engineering and Inspection (CEI) Services for the PBC CEI Annual Services - Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting

We understand services will be performed for:

CEI Contract No: 2021052 PBC CEI Annual Services

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting

Project ID No: 2021025

We will perform the CEI Services as requested by providing the necessary personnel for completion. Please see Exhibit B page 1 and 2 for details of manhours and rates. The total cost for our CEI Services is \$110,166.50.

We appreciate the opportunity to submit this unit price proposal and look forward to working with you on this project. If you have any questions regarding this cost estimate, please contact us at (305) 670.2350.

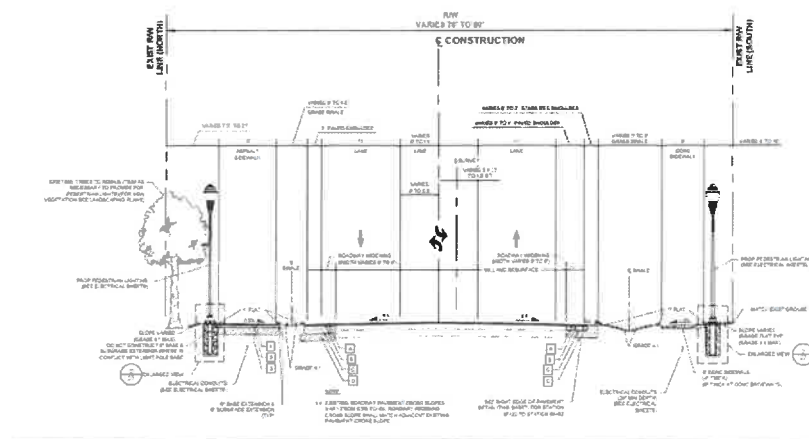
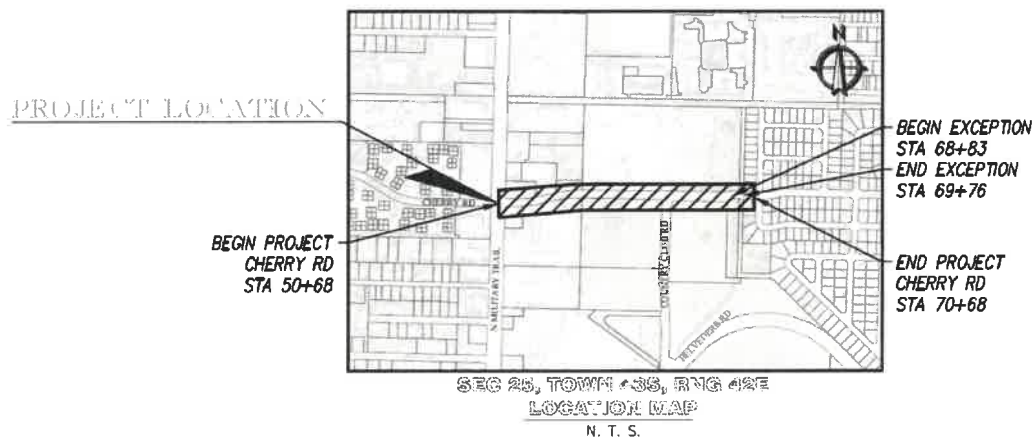
Sincerely,

Eugenio Ochoa, P.E.
Vice President

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage



**FEE PROPOSAL AND SCOPE OF SERVICES FOR CONSTRUCTION
ENGINEERING (CEI) ANNUAL SERVICES CONTRACT
PROJECT: CHERRY ROAD MILITARY TRAIL TO QUAIL DRIVE
SIDEWALK AND PEDESTRIAN LIGHTING ROADWAY AND DRAINAGE
P.B.C. PROJECT #2023505**

Client: Palm Beach County**Location:** Cherry Road (Military Trail to Quail Drive)

Understanding of Scope: BCC Engineering LLC (BCC Engineering) understands the scope that Palm Beach County seeks to construct approx. 800 LF of 8' asphalt sidewalks and 600 LF of 6' concrete sidewalks with pedestrian lighting. The Cherry Road corridor will also received roadway improvements including widening and mill and resurfacing and the construction of new swales and drainage adjustments.

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

In fulfillment of its Contract with Palm Beach County, BCC Engineering fully intends to perform the following functions which are essential to the successful outcome of this project:

LAP Coordination

From similar LAP-funded projects, BCC is already familiar with the FDOT LAP process, in addition to having an established relationship with the District 4 FDOT LAP Administrator (*Ramon Alvarez*) and the FDOT Palm Beach Operations Field Administrators (*James Lewis and Alexis Burrie*). Still, it is our goal to set up a meeting with the LAP coordinators geared specifically for this project, to discuss expectations. We will be utilizing the Construction Administration Procedures as outlined in the Local Agency Program Manual, as the framework of our intent to fulfill all FDOT LAP requirements. This includes requesting and obtaining access to FDOT LAP reporting documentation systems: Local Area Program Information Tool (LAPIT) and Equal Opportunity Compliance (EOC). We will conduct and submit labor interviews for conformance with wage rates and DBE monitoring reports. We will prepare and submit monthly LAP progress reports, upload contract documents, payment applications, change orders, time extensions and all related documents, and we will coordinate and assist the County with reimbursement package submittal.

Contractor Monitoring

We will monitor all work pursued by the Contractor and assure that the Contractor is monitoring all Stormwater pollution prevention measures associated with the project in addition to preparing all necessary reports. We will review and monitor compliance with drawings, contract documents, and all applicable specifications.

Verification Laboratory Material Testing and Sampling Services

Typical sampling and testing for soils, concrete and asphalt by our subconsultant's testing laboratory (Radise International) will be performed at a frequency either indicated in the Contract, or otherwise directed by Palm Beach County Engineering. The Schedule of Testing Services and Fee are attached to Exhibit B of this Scope.

Problem Resolution

We strive to eliminate problems and issues before affecting the progress of the project. We achieve this by thoroughly understanding the plans, the intent of the plans, and the restraints of the governing documents. Upon discovery of any potential issues, we will analyze the impacts and risk exposure to Palm Beach County, along with any proposals submitted by the Contractor for the resolution of the issue, where applicable. We will prepare and submit recommendations to the County's Project Manager and expedite the necessary paperwork.

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

Payment Review

We will produce the necessary reports; verify quantity calculations, and field measure for payment purposes as required. We will ensure that all payment applications are certified prior to forwarding to the County for review.

Vehicular and Pedestrian Maintenance of Traffic

The plans for this project contain specific details and instruction on how to contend with vehicular and pedestrian traffic, as well as school zone restrictions, while pursuing the work under this Contract. These details must be utilized with Standard Index Drawings for successful execution. We will review the work zone traffic control plan implementation and inspection of maintenance of traffic schemes and devices in work zones to assure they are in accordance with the County's requirements. We will also ensure that the Contractor provides a qualified Worksite Traffic Supervisor as required.

Project Daily Reports

We will maintain a detailed electronic record and hard copy diary, which accurately depicts the Contractor's operations; quantities, testing data, and significant events that affect the work. We will submit daily construction reports to the County's Project Manager on a weekly basis.

Project Meetings

We will initiate our administration of the Contract with a pre-construction meeting to be held within 30 days from the issuance of the NTP. We will also administer bi-weekly project meetings with appropriate team members (the Project Administrator, County PM, Contractor PM, and Field Inspector, at a minimum) in attendance, prepare and distribute meeting minutes to attendees, note changes and /or corrections and ensure all responsible parties approve minutes at subsequent meetings.

Record Drawing Review

As-builts drawings are maintained for the purposes of reflecting any differences between what was intended to be constructed, and what was actually constructed. Throughout the course of the project, we will review as-recorded drawings (if maintained by the Contractor) to verify the Contract Drawings are noted to reflect actual construction and ensure our complete agreement with the as-builts; review monthly status of as-recorded drawings and verify for monthly pay applications; notify the Contractor in a timely fashion of deficiencies noted; provide follow up to verify Contractor maintains as-recorded drawing status up-to-date.

Maintain a Centralized Punch List of Items Requiring Correction

We will develop, maintain, and provide to the County and the Contractor, an on-going list of items requiring correction to encourage the timely correction of noted construction deficiencies, monitor construction

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

throughout the project duration and identify deficient work and materials. This will be a centralized list, to avoid any confusion and missed items. We will provide the Contractor with an updated list at construction meetings and ensure all items on this list are corrected and/or signed off on, prior to project acceptance. The PBC Traffic Division will also inspect and provide a punch list which must also be addressed and signed off on, prior to final acceptance.

Notification of Accident Damage/Injury

We will document any accidents resulting in personal injury and/or property damage that may be attributed to construction activities. A report will be made completed and sent to the County's Project Manager, including any associated documentation such as a police report and photographs where appropriate.

Contract Interpretations and Modifications

We will receive, log, and coordinate reviews and responses to Contractor's Requests for Information (RFI's) following Palm Beach County approval and concurrence; responses to RFI's will be provided to the Contractor within seven (7) days; after PBC concurrence, prepare and issue response letters, field orders, or Change Proposal Requests as required.

Administration of Changed Work

We will receive from the Contractor all proposed changes to the work, and after analysis, inform the County's Project Manager with the appropriate recommendations, based on the reasoning behind the changes. We will track changes from initiation through completion; estimate cost and time impacts, and assist with negotiation of changes in contract time and cost; we will prepare change orders to incorporate changes within Contract Documents; evaluate the Project on a continual basis to determine when changes are required; include justification documents with each Change Order; maintain current status logs of all Change Proposal Requests and Change Orders; review as-recorded (as-built) drawings to verify changes in work are reflected as applicable; review pay requests to verify Change Order items are broken down into component form and ensure that payment is not made until work is complete.

Construction Disputes and Claims

We will review and provide initial recommendations on disputes or claims in response to written notification of claims made by the Contractor, in accordance with the provisions of the Contract Documents, asserting the right to an adjustment in either Contract Price or Contract Time.

Contractor's Payment Applications to Palm Beach County

We will receive and review draft applications for payment prepared by the Contractor and note and attempt to reconcile discrepancies between Engineer's estimate of progress and Contractor's application;

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

we will review draft application for payment in comparison to measured or estimated quantities and make notations of deficient work not recommended for payment until corrected. We will assess appropriate including deletion of payment for stored materials and/or equipment which do not have approved shop drawings and/or proper invoices in addition to a reduction of value for partially completed items claimed as complete; we will return a copy of the reviewed draft to the Contractor, meet with Contractor to reconcile discrepancies, review revised application for payment and, if acceptable, recommend payment and forward to the County Project Manager for processing. For any projects involving LAP funding, we will ensure that the Department LAP Coordinator is corresponded with in a timely manner, as to properly inform them (and seek their agreement) of the quantities the Contractor is seeking payment for.

Project Closeout – Substantial Completion and Inspection

Our inspections are ongoing; however, we will receive and review the Contractor's required substantial completion submittal and determine if the Project is ready for substantial completion inspection. We will develop substantial completion submittal checklist and perform the following activities: verify submittal of all required documents, review the Contractor's Record Drawings, perform drafting of Record Drawing revisions on reproducible set and transmit to the County's Project Manager for concurrence, review other substantial completion submittal documents for completeness and compliance with Contract provisions, and schedule substantial completion inspection after PBC concurrence. We will compile a centralized punch list and distribute to the parties conducting the walk-thru inspection, as required. We will review the progress of corrective action on punch list items, and when appropriate issue the Certificate of Substantial Completion with a list of stated qualifications (punch list). We will notify all project team members of the date of the Substantial Completion Inspection; review progress of corrective actions on punch list items, periodic updates and re-issuance of the punch list; identify tentative substantial completion and prepare and issue the Certificate of Substantial Completion with a list of stated qualifications (punch list).

Project Closeout - Final Completion, Inspection and Payment

We will receive and review the Contractor's required final completion submittal, develop final completion submittal checklist and verify the submittal of all required documents and review for completeness and compliance with Contract provisions. We will notify the County Project Manager, Contractor, and other affected parties of date of final inspection and coordinate, attend and conduct the final inspection meeting and physical walk-through of the Project. We will compile, secure and transmit to the County warranties and similar submittals required by the Contract Documents for delivery to the County and deliver all spare parts, keys, manuals and record drawings to the County. We will provide Project Certification to permitting agencies based on Contractor provided Record Drawings, Tests, Product Certifications, Documents, as necessary to close out the Project. We will support the County with preparation and submittal of FDOT LAP close-out package ('Blue Folder'), ensuring that any LAP Final Inspection and Acceptance Procedures per the LAP Manual are closely followed in a timely manner. Collect all payment documents required, including all certifications from any suppliers or subcontractors of payment by the Prime

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

Contractor, and forward to the Construction Project Manager for processing along with the Contractors Final Application and Certificate for Payment; finalize all project costs and determine the final adjusted amounts for construction; obtain Contractor's signature on any required Contractor's Certification or Affidavits; process and sign Final Application for Payment; prepare transmittal letter.

Duration: The scope of work for construction should be completed in approximately 7 months (140 work days). With regards to our field inspectors, it is assumed the Contractor will work the industry standard of 8 hours a day on a 5 day-a-week calendar. Should the Contractor be approved to work a 6-day calendar, then it should be recognized by the Client that the estimated hours in this scope will be adjusted to reflect the number of eligible workdays in a week. The hourly estimates for office personnel will be predicated on an 8-hour workday.

Proposed Staffing Discussion: We believe the contractor will be able to perform a significant amount of work with minimal interruption to traffic, but utility installation will require high level of coordination and planning. As the project is less than a half-mile in length, construction inspection for site work, drainage, roadway, sidewalks, signing and pavement markings, will be overseen by a single full-time senior roadway inspector (940 hours).

The part time Senior Project Engineer (56 hours), will be ultimately responsible for the quality of the inspection outcomes on the project, and along with the part time Project Administrator (400 hours), will be the persons in direct communication with Palm Beach County Engineering, Utilities, Traffic Management, and the Florida Department of Transportation as necessary. They will also serve as a first line of response to any public complaints or inquiries. The Contract Support Specialist (155 hours) will assist the Project Administrator in compiling and organizing information provided by the contractor, as well as requesting proper documentation and records as required by certain contract requirements and pay related documents.

As a LAP-funded project, there will be additional criteria that must be recognized and adhered to, in order to ensure compliance and eliminate funding issues. Our Resident Compliance Specialist/Contract Support Specialist (RCS/CSS) (45 hours) will ensure fulfillment of LAP standards per Chapter 23 of the Local Agency Program Manual.

Proposed CEI Staffing

CEI Senior Project Engineer (BCC Engineering): Coordinate with PBC project manager any contract related concerns throughout the duration of the project. Review the contractor schedule to ensure conformance with contract documents, provide a written review of the schedule identifying significant omissions, improbable or unreasonable activity durations and errors in logic. Coordinate the staffing need to ensure construction activities are covered. Assist the project administrator with any technical issues that may arise during the construction duration.

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

CEI Project Administrator (HBC Engineering): Coordinate the Construction Contract administration activities of all parties other than the Contractor involved in completing the construction project. Services shall include maintaining the required level of surveillance of Contractor activities, interpreting plans, specifications, and special provisions for the Construction Contract. Maintain complete, accurate records of all activities and events relating to the project and properly document all project changes. Verify the schedule conforms with the construction phasing and MOT sequences, including all contract modifications. Analyze problems that arise on a project and proposals submitted by the Contractor; work to resolve such issues and process the necessary paperwork. Verify that the Contractor is conducting inspections, preparing reports, and monitoring all storm water pollution prevention measures associated with the project. Produce reports, verify quantity calculations, and field measure for payment purposes as needed to prevent delays in Contractor operations and to facilitate prompt processing of such information in order for the County to make timely payment to the Contractor. Conduct weekly/bi-weekly progress meeting and distribute minutes to all parties involved.

CEI Contract Support Specialist (CSS) (BCC Engineering): Responsible for the daily compilation of quantities as-installed for the processing of monthly Contractor application for payment for Contract work completed. Responsible for gathering of the documents necessary for the processing of Change Orders.

CEI Senior Roadway Inspector (BCC Engineering): Monitor Contractor activities, interpreting plans, specifications, and special provisions for the Construction Contract. Maintain complete, accurate field records of all activities and events relating to the project and properly document all project changes. Prepare daily work report (DWR) that include all activities and crews working on the project. Take photographic documentation of pre-construction state and of noteworthy incidents or events during construction. These photographs will be filed and maintained on the Consultant's computer using a digital photo management system. Photographs will be taken the day prior to the start of construction and continue as needed throughout the project. Coordinate along with the Project Administrator and the contractor any work affecting adjacent property owners in advance of work starting. The following activities will be inspected, witnessed, and documented per the FY21/22 Statewide Assurance/Quality Control Guidelines and Critical Requirements:

MOT

- The CEI staff is aware of and enforcing the requirements for MOT utilizing the 2021/2022 FDOT Standard Plans (102-600 series) and MUTCD.
- The CEI is aware that the Contractor will be required to submit a written plan which details each activity involved in the lane closure. The plan shall include Back-up Plans for activities critical to re-opening the lane to traffic. MOT plans and any modification of the Maintenance of Traffic, requires approval of the Palm Beach County Traffic Division.
- The CEI staff is aware of and enforcing the requirement for the Worksite Traffic Supervisor (WTS) is to perform an inspection during the opening of the work zone and for each subsequent MOT Phase.

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

- The CEI staff is aware of and enforcing the requirement to have the Contractor to provide residential and business properties safe, stable, and reasonable access for vehicles and pedestrians (including sidewalks).
- The CEI staff is aware of and enforcing the requirement to have the Contractor stay within the limits of the Right of Way and will restore to its original condition or better upon project completion.

Clearing and Grubbing

- The CEI staff is aware of and enforcing the requirement that the Contractor completely removes any stumps/roots within 12 inches of the surface in any areas where excavation is to be performed.
- The CEI staff will ensure trimming for sign sight distance and tree removal is enforced per the Contract Documents.

Environmental Controls

- CEI staff is aware of and enforcing the requirements that no construction activities may begin until the Erosion and Sediment Control Plan has been approved and implemented.

Earthwork

- CEI will enforce the requirement that all required density test results are documented.
- CEI will ensure that all sampling and testing requirements are met.
- CEI will ensure that all locates are performed prior to excavation and assist the Contractor with any components that may conflict with a utility.
- CEI will ensure that all conduits are installed at 36" below grade and have warning tape buried 24" below grade per the Contract Documents.

Concrete Pavement

- CEI will ensure that all forms are set to line and grade per FDOT Standard Specification 350-5 and meet ADA requirements.
- CEI will ensure forms are not removed for at least 12 hours after placement and after removing the forms, immediately apply curing compound to the sides of the slab per Spec 350-12.3.
- CEI will document concrete delivery ticket information ensure approved mix design is being used.
- CEI will ensure water is not added at the jobsite prior to slump testing. Water may be added after slump testing if the test is within the tolerance slump range. (Spec. 346-7)
- CEI will confirm W/C ratio is computed according to FM 5-501. (Spec 346-5)

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

Traffic/ITS Items

- CEI will ensure that the Contractor notifies Palm Beach County Traffic Operations prior to starting the work and to provide proper notice for final inspections.
- CEI will ensure all conduits are sealed with a duct sealant.
- CEI is aware that the Contractor is required to perform local field operational testing as per the Contract Documents.
- CEI is aware of and enforcing the requirements for Conduit and Interconnect Cable as per Spec Sections 630 and 632.
- CEI will ensure Section 635 requirements are met for the installation of the Pullboxes.
- CEI will ensure Section 653 and 665 requirements are met for installation of the Pedestrian Signals.

Pavement Markings

- The CEI staff is aware of and enforcing the requirements for the refurbished and proposed striping to be installed per Specification Section 711.

Project Schedule

- As discussed on Sheet 7 of 10 in this scope, the duration of this project is expected to be approximately 7 (seven) months long. Once we receive the construction schedule, we will mobilize our staff to ensure all construction activities are inspected and conform to plans and specifications. This project schedule will parallel the construction schedule.

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

BCC Engineering - Schedule of Fees – Project #2021025

Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

Estimate of Work Effort and Cost

Name of Project: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting			Consultant Name: BCC Engineering, LLC				
PBC Project Number: 2021025			Consultant Number:				
			Date: 1/23/2024				
Task Description	Total Staff Hours	Staff Categories			Staff Hours By Activity	Salary Cost By Activity	Average Rate Per Task
		CEI Senior Project Engineer	CEI Contract Support Specialist	CEI Senior Roadway Inspector			
		\$60.10	\$28.50	\$34.03			
BASIC SERVICES							
County Project							
1st Month after NTP	43.0	8.0	15.0	20.0	43.0	\$1,588.90	\$ 36.95
2nd Month after NTP	188.0	8.0	20.0	160.0	188.0	\$6,495.60	\$ 34.55
3rd Month after NTP	188.0	8.0	20.0	160.0	188.0	\$6,495.60	\$ 34.55
4th Month after NTP	193.0	8.0	25.0	160.0	193.0	\$6,638.10	\$ 34.39
5th Month after NTP	193.0	8.0	25.0	160.0	193.0	\$6,638.10	\$ 34.39
6th Month after NTP	193.0	8.0	25.0	160.0	193.0	\$6,638.10	\$ 34.39
7th Month after NTP	153.0	8.0	25.0	120.0	153.0	\$5,276.90	\$ 34.49
Total Staff Hours (Basic Services)	1151.0	56.0	155.0	940.0	1151.0		\$ 34.55
Total Staff Cost (Basic Services)		\$3,365.60	\$4,417.50	\$31,988.20		\$39,771.30	
EBO SBE Calculation for this Fee Summary				Basic Services:			
Prime	SBE \$	Non-SBE \$		Salary Related Costs:		\$39,771.30	
HBC Engineering Company	\$59,124.00	\$110,166.50		Contract Multiplier		2.77	
Radise International, L.C.		\$11,434.98		Subtotal Basic Services (Prime Firm):		\$110,166.50	
Totals	\$ 59,124.00	\$	121,601.48	Basic Services (HBC Engineering Company)		\$59,124.00	
SBE % Achieved	32.71%			Providing a CEI Project Administrator			
SBE % Committed	30.00%			Basic Services (Radise International, L.C.)		\$11,434.98	
				Materials VT Testing Services			
				Subtotal Basic Services (Subconsultants)		\$70,558.98	
				Basic Services Total:		\$180,725.48	

Basic Services:

Salary Related Costs:	\$39,771.30
Contract Multiplier	2.77
Subtotal Basic Services (Prime Firm):	\$110,166.50
Basic Services (HBC Engineering Company)	\$59,124.00
Providing a CEI Project Administrator	
Basic Services (Radise International, L.C.)	\$11,434.98
Materials VT Testing Services	
Subtotal Basic Services (Subconsultants)	\$70,558.98
Basic Services Total:	\$180,725.48

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

Estimate of Work Effort and Cost

140 Work Days - 1120 hours (8 Hour Days)

Hours:

Positions	Project Hours	Intended % Utilization	Total Hours
CEI Senior Project Engineer	1120	5.0%	56 Hrs
CEI Project Administrator	1120	0.0%	0 Hrs
CEI Contract Support Specialist	1120	13.8%	155 Hrs
CEI Senior Roadway Inspector	1120	83.9%	940 Hrs

Rates:

Positions	Rate (Approved)	Hours	Costs
CEI Senior Project Engineer	\$60.10	56	\$3,365.60
CEI Project Administrator	\$49.27	0	\$0.00
CEI Contract Support Specialist	\$28.50	155	\$4,417.50
CEI Senior Roadway Inspector	\$34.03	940	\$31,988.20
Total Costs			\$39,771.30
Multiplier			2.77
Subtotal:			\$110,166.50

Total Prime Costs: \$110,166.50

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage



January 10, 2024

Geoffrey Parker, Project Manager
BCC Engineering, LLC.
700 N. Olive Ave., Suite 1
West Palm Beach, FL 33401
(561) 655 0655
Email: gparker@bcceng.com

**SUBJECT: Proposal for Construction Engineering and Inspection (CEI) Services
PBC Annual Services with BCC Engineering – Cherry Road Military Trail to
Quail Drive Sidewalk and Pedestrian Lighting
PBC Project ID No. 2021025**

Dear Mr. Parker,

HBC Engineering Company (HBC) is pleased to submit this proposal to provide Construction Engineering and Inspection (CEI) Services for the PBC CEI Annual Services – Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting

We understand services will be performed for:

**CEI Contract - PBC Annual Services with BCC Engineering
Project: PBC Project ID No: 2021025
Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting**

We will perform the CEI Services as requested by providing a CEI Project Administrator with an estimate of 400 man-hours at \$49.27*3=\$147.81/hr. for a total of \$59,124.00.
We appreciate the opportunity to submit this unit price proposal and look forward to working with you on this project. If you have any questions regarding this cost estimate, please contact us at (305) 232-7932.

Sincerely,

HBC Engineering Company

A handwritten signature in blue ink, appearing to read "Adebayo Coker".

Adebayo Coker, P.E.
President

Attachment: Schedule of Fees - Project #2021025

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

HBC Engineering Company- Schedule of Fees – Project #2021025

Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

Name of Project: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting		Consultant Name: HBC Engineering Company			
PBC Project Number: 2021025		Consultant Number:			
		Date: 1/23/2024			
	Total Staff Hours	Staff Categories	Staff Hours By Activity	Salary Cost By Activity	Average Rate Per Task
		CEI Project Administrator \$49.27			
County Project					
1st Month after NTP	50.0	50.0	50.0	\$2,463.50	49.27
2nd Month after NTP	50.0	50.0	50.0	\$2,463.50	49.27
3rd Month after NTP	60.0	60.0	60.0	\$2,956.20	49.27
4th Month after NTP	60.0	60.0	60.0	\$2,956.20	49.27
5th Month after NTP	60.0	60.0	60.0	\$2,956.20	49.27
6th Month after NTP	60.0	60.0	60.0	\$2,956.20	49.27
7th Month after NTP	60.0	60.0	60.0	\$2,956.20	49.27
Total Staff Hours (Basic Services)	400.0	400.0	400.0	\$19,708.00	49.27
Total Staff Cost (Basic Services)		\$19,708.00			
		Salary Related Costs: \$19,708.00			
		3.00			
		Subtotal Basic Services (TBD): \$59,124.00			

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

Verification Laboratory Material Testing and Sampling Services



January 19, 2024

BCC Engineering.
Mr. Trent Liguori, PE
700 N. Olive Ave, Suite 1,
West Palm Beach, FL 33401

Phone: (561) 655.0655
Email: tliguori@bcceng.com, athomas@bcceng.com

Subject: Proposal for Construction Materials Testing and Inspection Services
Cherry Road-Military Trail to Quail Drive Sidewalk and Pedestrian Lighting,
Palm Beach County, Florida

Dear Mr. Liguori,

INTRODUCTION

RADISE International LC (RADISE) is pleased to submit this proposal to provide Quality Control Testing and Inspection Services in connection with the Cherry Road-Military Trail to Quail Drive Sidewalk and Pedestrian Lighting project in Palm Beach County, Florida. It includes a scope of work and a cost estimate for the above-mentioned services that were developed following review of the construction documents and our experience with similar projects.

SCOPE OF SERVICES

RADISE will provide qualified CTQP Field Technicians with a 24-hour advanced notification. The scope of work that we propose to undertake for the project will involve the following service: Earthwork Inspection and Related Testing Services for Infrastructure Components.

COMPENSATION

We propose to render the quality control inspection and testing discussed in the Scope of Work section for a lump sum of \$11,435.00. A detailed breakdown of the cost estimate is presented in Attachment A.

LAB CERTIFICATIONS



Certified



Approved



Validated

**CTQP CERTIFIED
TEAM**

USACE Certified QA Managers

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

Cherry Road, Palm Beach County
January 19, 2024

CLOSURE

We appreciate the opportunity to submit this proposal and look forward to working with you on this project. If you have any questions regarding the price or would like us to quote the project based on known quantities, please contact us at 561-841-0103.

Sincerely,

RADISE International, LC
Geotechnical, CMT and CEI Services



Newton M. Brooks
Construction Services Manager

Fouad Masri, P.E.
Vice President

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage



ATTACHMENT A
SCOPE AND ESTIMATED TIME & MATERIALS BUDGET
QUALITY CONTROL TESTING SERVICES

CHERRY ROAD-MILITARY TRAIL TO QUAIL DRIVE SIDEWALK AND PEDESTRIAN LIGHTING
PALM BEACH COUNTY, FLORIDA

Friday, 19 January, 2024

TASK	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION
QC Management, Field Inspection & Related Field Testing - Estimate 10 Weeks					
1	Senior CTQP Level 2 Earthwork Technician - on an as needed basis for approximately 10 Weeks (Embankment, Roadway, Sidewalk & Overway, etc.)	65	Hour	\$ 105.00	\$ 6,825.00
2	Overtime CTQP Level 2 Earthwork Technician		Hour	\$ 105.00	\$ -
3	Registered Professional Engineer - Estimate Hours	2	Hour	\$ 105.00	\$ 210.00
				Subtotal	\$ 7,035.00
Laboratory Testing - Soils & Concrete					
4	Embankment / Backfill (FM 1-799, AASHTO T88, AASHTO T89/T90, FM1-7267 & AASHTO M145)	8	Hour	\$ 105.00	\$ 840.00
5	Stabilized Subgrade (FM 5-515, AASHTO T88, AASHTO T89/T90, FM1-7267 & AASHTO M145)	20	Hour	\$ 105.00	\$ 2,100.00
6	Base Course (FM 5-515, AASHTO T27/T11, AASHTO T89/T90, FM1-7267, FM 5-514, AASHTO M145)	4	Hour	\$ 105.00	\$ 420.00
				Subtotal	\$ 3,360.00
				Total Task 1 through Task 6	\$ 10,395.00
VERIFICATION TESTING SERVICES ESTIMATED TOTAL:					\$ 10,395.00
CONTINGENCY				10%	\$ 1,040.00
NOT TO EXCEED SUM FOR VERIFICATION TESTING SERVICES					\$ 11,435.00

NOTES /ASSUMPTIONS

- A-1** Work performed on weekends, holidays, before 7:00 am, after 5:00 pm or over 8 hours per day per person will be charged at 1.5 times the normal unit rates.
- A-2** 4-hour minimum charge per trip.
- A-3** A cancellation charge of 2 hour of the personnel time will apply to each scheduled site visit that is cancelled without a four (4) hour notice.

Project Name: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

RADISE International – Breakdown of Hours – Project #2021025

Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting Roadway and Drainage

Name of Project: Cherry Road Military Trail to Quail Drive Sidewalk and Pedestrian Lighting		Consultant Name: RADISE			
PBC Project Number: 2021025		Consultant Number:			
		Date: 1/23/2024			
	Total Staff Hours	Staff Categories	Staff Hours By Activity	Salary Cost By Activity	Average Rate Per Task
		QC Technician \$35.00			
County Project					
1st Month after NTP	15.0	15.0	15.0	\$525.00	35.00
2nd Month after NTP	16.0	16.0	16.0	\$560.00	35.00
3rd Month after NTP	16.0	16.0	16.0	\$560.00	35.00
4th Month after NTP	16.0	16.0	16.0	\$560.00	35.00
5th Month after NTP	15.9	15.9	15.9	\$556.66	35.00
6th Month after NTP	15.0	15.0	15.0	\$525.00	35.00
7th Month after NTP	15.0	15.0	15.0	\$525.00	35.00
Total Staff Hours (Basic Services)	108.9	108.9	108.9	\$3,811.66	35
Total Staff Cost (Basic Services)		\$3,811.66			
		Salary Related Costs: \$3,811.66			
		3.00			
		Subtotal Basic Services (TBD): \$11,434.98			

REQUEST FOR CHECK: 2021025

Cherry Road CEI

Holly Knight

Thu 1/25/2024 2:48 PM

To: Elizee Michel <EMichel@pbcgov.org>;

Cc: Colleen Flanagan <CFlanagan@pbcgov.org>; Kristine Frazell-Smith <Kfsmith@pbcgov.org>; Kathleen Farrell <KFarrell@pbcgov.org>; Morton Rose <MRose@pbcgov.org>; Sandra Ospina M. <SOspina@pbcgov.org>; Denise Pennell <DPennell@pbcgov.org>; Danny Ramlalsingh <DRamlalsingh@pbcgov.org>;

 1 attachments (1 MB)

SKM_C450i24012515420.pdf;

Elizee,

I am writing to request a check from the CRA to cover the CEI expenses for the Cherry Road project. Attached is the draft scope/fee from the consultant. We are preparing the board item now.

Please provide a check in the amount of \$213,800 for the CEI task.

\$180,726	Consultant Fee
\$ 18,074	Contingency (10%)
<u>\$ 15,000</u>	<u>Staff Costs</u>
\$213,800	Total

Thank You,
Holly

Holly B. Knight, P.E.
Contracts Manager
Palm Beach County
Engineering and Public Works
Roadway Production
hknight@pbcgov.org



REVISIONS		
No.	DESCRIPTION	DATE

1 BLDG. DPT

REVIEW SET
NOT FOR CONSTRUCTION
THIS DRAWING IS NOT FOR
CONSTRUCTION.
IT HAS BEEN ISSUED FOR
PRELIMINARY REVIEW ONLY.

WESTGATE TERRACE

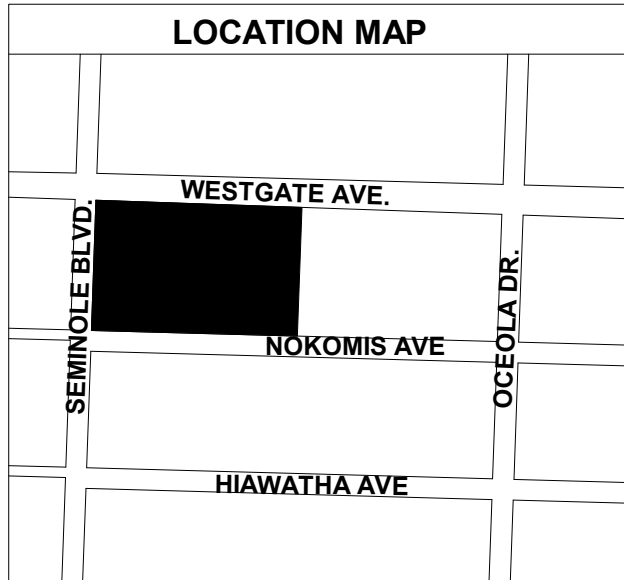
2636 WESTGATE AVE
WEST PALM BEACH, FL

SITE PLAN

Client Name	WESTGATE TERRACE
Project number	22-012
Date	09-01-2022
Project Manager	AT
Drawn By	AB

FSP

Scale As indicated



SITE TABULAR DATA

APPLICATION NAME	WESTGATE TERRACE
CONTROL NUMBER	1994-094
APPLICATION NUMBER	DROW-2022-01521
TIER	UIS
EXISTING FUTURE LAND USE DESIGNATION	CH/8
EXISTING ZONING DISTRICT	CG
OVERLAY	WCRAO
WCRAO SUB-AREA	NC
SECTION, TOWNSHIP, RANGE	30, 43, 43
PROPERTY CONTROL NUMBERS	00434330030340010 00434330030340070 00434330030340110 00434330030340310 00434330030340350 00434330030340400 00434330030340420
EXISTING USE	VACANT
PROPOSED USE	MIXED-USE (OFFICES & RESIDENTIAL)
TOTAL GROSS SITE AREA	2ac
TOTAL NET SITE AREA	2ac
TOTAL NUMBER OF DWELING UNITS	46 DU
2 BD: UNITS	26 DU
3 BD: UNITS	20 DU
TOTAL UNITS FROM WCRA BONUS POOL	30
REQUIRED/PROVIDED WHP (20% PER WCRA)*	9
*WHP ONLY SUBJECT TO WCRA PER ART. 3.B.14.H AND ART. 5G.1.A.2d.1)b)	
WHP UNITS PER INCOME CATEGORY	9 (4 LOW; 5 MOD)
TOTAL GROSS FLOOR AREA	19,002 SF
TOTAL BUILDING SF	76,011 SF
RESIDENTIAL	55,178 SF
PROFESSIONAL OFFICE/MEDICAL & DENTAL OFFICE & LOBBY	12,339 SF
TOTAL FLOOR AREA RATIO (GFA)	14% (NON RES.)
TOTAL BUILDING COVERAGE	22%
PERVIOUS	28%
BUILDING HEIGHT	54'
NUMBER OF STORIES	4
TOTAL OPEN SPACE REQUIRED	4,356 SF MIN.
WCRAO: % OF SF AC	4,356 SF (5% x87,120 SF)
TOTAL OPEN SPACE PROPOSED	21,361 SF
WCRAO PARKING REQUIRED	117
MULTIFAMILY RESIDENTIAL - 1.5 SPACES/ 2BD UNIT (26)	39 SPACES
MULTIFAMILY RESIDENTIAL - 2 SPACES/ 3BD UNIT (20)	40 SPACES
MULTIFAMILY RESIDENTIAL - 1 GUEST/ 4 UNITS	12 SPACES
PROFESSIONAL OFFICE, MEDICAL OR DENTAL OFFICE - 2.5 SPACES/ 1,000 SF	26 SPACES
PARKING PROVIDED	101 (15% REDUCTION PER TYPE I WAIVER)
HANDICAP SPACES REQUIRED	5
HANDICAP SPACES PROPOSED	5
BICYCLE RACKS REQUIRED	2
BICYCLE RACKS PROPOSED	2
REQUIRED RECREATION AREA	6,011 SF *
PROPOSED RECREATION AREA	4,026 SF **
TRAFFIC ANALYSIS ZONE	912

NOTE: A 15% REDUCTION IN THE TOTAL REQUIRED PARKING IS ALLOWED SUBJECT TO APPROVAL OF A TYPE I WAIVER. REFER TO THE TYPE I WAIVER CHART PROVIDED.

*DEVELOPER WILL PROVIDE A CHECK FOR \$44,569 MADE OUT TO THE PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONER IN LIEU OF PROVIDING 6,011 SQUARE FOOT RECREATION SITE PRIOR TO PLAT APPROVE.

** DEVELOPER WILL PROVIDE RECREATION WITHIN 4,026 SQUARE AREA LOCATED ON THE EAST SIDE OF THE SITE

CONCURRENCY APPROVAL

PROFESSIONAL OFFICES+RENTAL OFFICE	5,622 SF
DOCTOR'S OFFICE	5,015 SF
MULTI-FAMILY (46 DU)	55,178 SF

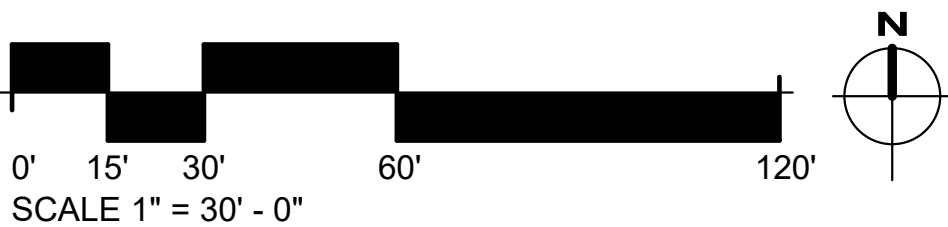
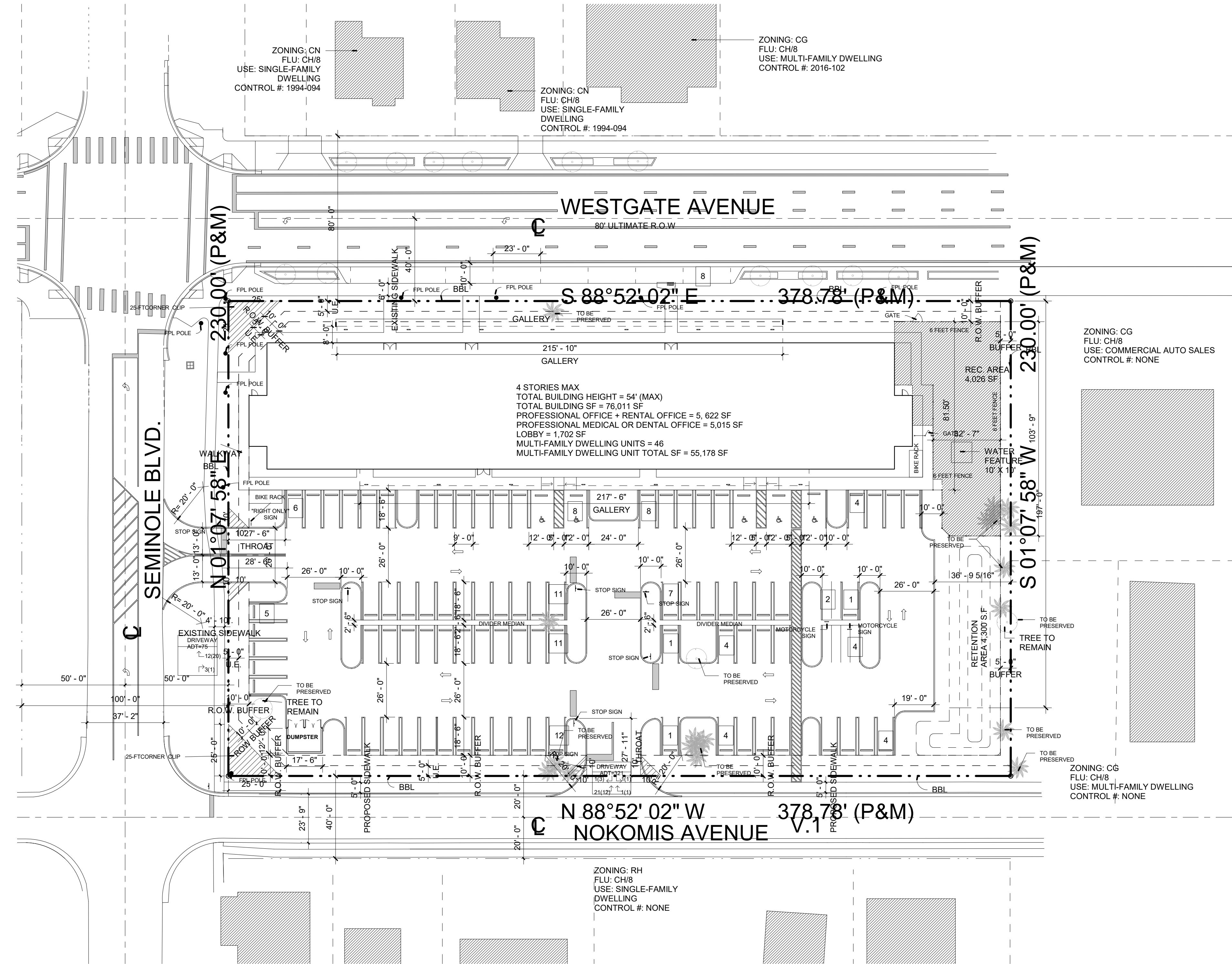
AMENDMENT STAMP

ZONING STAMP

PROPERTY DEVELOPMENT REQUIREMENTS											
ZONING DISTRICT	MINIMUM LOT DIMENSIONS				F.A.R. (COMMERCIAL)	DENSITY (MAX)	MAX BLDG COVER	SETBACKS/SEPARATIONS		(WCRAO-SUB AREA: NC)	
	SIZE	WIDTH	FRONTAGE	DEPTH				FRONT BUILD-TO-LINE	SIDE STREET	SIDE INTERIOR	REAR
REQ	7,500 SF	75'	75'	100'	.85	116 DU	40%	10'	10'	15'	25'
PROP	87,120 SF	378'	378'	230'	0.14	46 DU	24%	20' - 0"	10' - 0"	47' - 7"	149' - 1"

SUBDIVISION VARIANCE CHART (SV-2022-0847)					
	ULDC CODE SECTION	REQUIRED	PROPOSED	VARIANCE	APPROVAL DATE
SDV1	11E.2.A-2	80-FT LOCAL COMMERCIAL ROW	40-FT ROW, WITH SIDEWALK ALONG THE NORTH PORTION OF NOKOMIS AVE.	40-FT	02-02-2023

TYPE I WAIVER CHART				
CODE SECTION	REQUIRED	PROPOSED	WAIVER	APPROVAL DATE
ULDC ART.6.C.1.A	117 PARKING STALLS	101 PARKING STALLS	16 PARKING STALLS	T.B.D.





PALM BEACH COUNTY LEGISLATIVE AFFAIRS DEPARTMENT

Contact: Kasey Denny, Legislative Affairs Director
Cell Phone: 954-495-6333

Westgate CRA Enhanced Street Lighting and Safety Initiative

SENATE FORM #1959 (POWELL)

HOUSE FORM #2067 (SILVERS)

BACKGROUND:

The Westgate/Belvedere Homes Community Redevelopment Agency (CRA) is the only community redevelopment agency in unincorporated Palm Beach County. The CRA's purpose is to promote and facilitate the revitalization, redevelopment, and economic development of the Westgate area through community engagement, advancing economic opportunity, new housing availability, and improvements to public infrastructure. There are over 12,500 residents in the approximately 2 square miles covered by the CRA, with the average household income totaling \$34,980.

The Westgate CRA will be investing \$8 million over the next year and a half for infrastructure improvements to attract economic development to the area and enhance the safety of the community. These improvements include installing and maintaining additional street lighting in high crime areas. Improved street lighting is thought to affect crime by increasing surveillance, thus deterring potential offenders, and by signifying community investment and pride in an area.

Additional street lights are just one tool used by the CRA to reduce crime and eliminate blight. Other public safety and community revitalization goals include establishing a neighborhood crime watch, additional security guards and police presence, security cameras, signage, trash removal and other crime prevention measures.

REQUEST:

Palm Beach County is requesting **\$750,000** for the Westgate CRA Enhanced Street Lighting & Safety Initiative. Funding will be utilized to install additional street lights, purchase new surveillance cameras, increase police presence, hire new security guards, remove trash and graffiti, and create a neighborhood crime watch program. A portion of these dollars will be leveraged with local funding sources to establish a grant program for homeowners to improve the face of their properties. This initiative will contribute significantly to the revitalization, redevelopment, and economic development of the area.

