



**Department of Housing &
Economic Sustainability**

Capital Improvements, Real Estate,
& Inspection Services

100 Australian Avenue - Suite #500

West Palm Beach, FL 33406

(561) 233-3600

www.pbcgov.com



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January 29, 2019

Terrence N. Bailey, PE, Interim Public Works Director
City of Riviera Beach
1481 15th Street
Riviera Beach, FL 33404

Re: City of Riviera Beach – ROW Infrastructure Improvements
Areas of 36th St, from Ave O to Obama Hwy, Ave N from W. 35th to 36th, W.
30th St to W. 28th, from Ave R to Ave O

DHES Contract Award Approval

Dear Mr. T. Bailey:

Construction contract award to Rosso Site Development, Inc., for \$2,097,260.15, is hereby approved, provided that all applicable procurement requirements established in our agreement for this project have been followed. This approval is also subject to the following:

1. Contract: Provide DHES with a copy of the executed Construction Contract, the Payment Bond and Performance bond. Assure that the executed contract, and all subcontracts, contain the "Requirements for Federally Funded Projects" previously provided to you, as well as the wage decision(s) applicable to this project. See attached.

Note 1: Please notify DHES at 233-3610 of the contract award date. Once you notify us of the award date, we shall schedule and conduct our portion of the pre-construction conference in connection with matters related to the Federal Requirements associated with this project. We shall not require an invitation to attend the construction portion of the pre-construction conference that you will conduct.

Note 2: The wage decisions applicable to this project, are attached.

FL - 180225 Mod-5-Heavy & FL-180173 Mod-0- Highway

Note 3: The bid opening date for this project was on 12/09/18. If the contract is awarded after 03/09/19, which is more than 90 days after the bid opening date, and if at that time the applicable wage decision(s) have been changed or modified, then you will be required to incorporate these changes or modifications into your contract and subcontract documents.



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2. Notice to Proceed: Provide DHES with a copy of the Notice to Proceed in electronic form.
3. Construction Schedule: Within thirty (30) days from the execution of the construction contract, please provide a copy of the contractor's schedule for the completion of the construction work under the contract.
4. Funding Level: DHES will fund the CDBG portion of \$177,587 presently available in this project's budget in the form of a reimbursement to the City. Note: CDBG funds must be expended by 6/30/19 and DHES, receive reimbursement request no later than 7/15/19. In order to receive reimbursement for your expenditures, you must submit documentation evidencing the City's expenditure which shall consist of the contractor's payment request (such as AIA form G702 & G703) signed by the contractor and the project engineer, a schedule of values showing the completed work, and a copy of the City's check tendered in payment. The City shall also provide a reimbursement request letter, on the City's letterhead, referencing the name of this project, the date of the project funding Agreement with the County and/or its document number, and containing a statement requesting the payment or reimbursement and its amount, as well as the name and signature of the person making the request.
5. Change Orders: *Per Agreement*, City to request DHES approval **prior** to awarding any change orders for this project.
6. Subcontractor Required Forms: Provide DHES with a completed Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion - Lower Tier Participant, for each subcontractor.
7. Construction Retainage and Davis-Bacon Act Compliance: As required by our agreement, you must apply a retainage of at least 5% on all construction draws which retainage shall be released in conjunction with the final draw upon satisfactory completion of the project. Also, according to our agreement, please do not release such retainage until you have obtained approval from DHES that the contractor and subcontractors have complied with the requirements of the Davis-Bacon Act. Contractor and subcontractors are encouraged to submit Payrolls on a weekly basis, through the Labor Compliance Reporting System (LCRS) See attached.
8. Monthly Report: Please be reminded to submit your Monthly Narrative Report as required in our agreement, projecting monthly expenditure and illustrating actual funds expended. See attached, revised Monthly Performance Report to be utilized.



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9. Contract Award Report: Submit the enclosed Contract Award Report as follows:
 - Please utilize the attached HUD 2516 form. Provide information for the prime contractor and all known subcontractors at that time.
 - With your final reimbursement request. Provide updated contract award information for the project including all additional subcontractors not known at the time of the first report.

10. Section 3: Advise DHES of your efforts to comply with the Section 3 requirements applicable to this project, on city letterhead and submit the enclosed Section 3 Subrecipient Report with your final reimbursement request. Please utilize the attached HUD 60002 form.

Should you require any further information on the above, please contact Tessa Wattlely, Community Development Project Coordinator, CREIS, at 561-233-3610.

Sincerely,

Bud Cheney, Manager
Department of Housing & Economic Sustainability