

CONSULTANT APPROVAL FORM

CPO: If Consultant fee is under \$50,000 & construction is under \$250,000

CSA: If Construction is under \$7,500,000;

OR for study activity if consultant fee is under \$500,000- (FS 287.055 CCNA)

CPO/CSA #: 2025-055-1 (Assigned by Procurement)

To be completed by the requesting Division:

Date: 02/02/26 Division: Roads and Drainage

Project Manager's Name: William Lorenzo, P.E. Phone #: 863-535-2286

Project Name: CR 540 Cypress Gardens Rd @ Lake Ned Rd Intersection Improvements

Total Project Budget: \$ 1,820,000 Project # 5400194

Estimate of Construction Cost: \$ 1,534,044.10

Proposed Consultant: WSB LLC Fee: \$ 452,097.20

Master Consultant Agreement # 2025-055

Attach Scope of Services Proposed by the Consultant (Exhibit "A")

Approved By: [Signature] Date 2/3/26
Division Director/Designee

Procurement Division

Date Received: 2/15/26 Date Reviewed by Analyst: 2/16/26

Approved by: [Signature]
(Procurement Director/Designee)

County Attorney's Office (Required for all CSA's)

Date Received: 2/16/2024 Date Reviewed: 2/20/2024

Approved by: [Signature]
(County Attorney Office Signature)

County Manager's Office (Required if consultant fee is greater than \$100,000)

Date Received: _____ Date Reviewed: 2/24/26

Approved by: [Signature]
(County Manager Office Signature)

Additional Attachments: number of days to complete project, not to exceed/lump sum amount, justification for consultant selected, fee schedule, and Professional Liability COI (COI applicable to CSA only, description field must be project specific (contract requirement)).

REQUEST FOR LEGAL SERVICES

TO: COUNTY ATTORNEY'S OFFICE (AT01)

ATTENTION: Noah Milov
(CHECK ONE) Heather Bryan

FROM: William Lorenzo (863) 535-2286 DATE: 02/02/26
(Name and Phone Number)

RETURN TO: William Lorenzo TR02 DIVISION: Roads & Drainage

BOARD AGENDA DATE: 03/17/26 COUNTY MANAGER ITEM:

PROJECT: CR 540 Cypress Gardens Road and Lake Ned Road Intersection Improvements

CSA/CONTRACT NUMBER: 25055-01

MODIFICATION NUMBER: CHANGE ORDER NUMBER:

TYPE OF AGREEMENT: CSA

NAME OF CONSULTANT/CONTRACTOR: WSB LLC

Please indicate any time limits and attach all necessary documentation.

REQUEST IN DETAIL:

Please review attachments for the Board Agenda date indicated and return APPROVED documents at your earliest convenience. THANK YOU.

County Attorney

For CAO Use Only:		FEB 16 2026
Assigned Staff:	Noah	Log-In Date:
CAO Project Number:	2026-113	Log-Out Date: 2/20/2026

- please see notes for changes
NM

Selection Procedure for Consultants with Continuing Contracts

CCNA Continuing Contracts Justification Form

Please submit this form along with any Original CSA/CPO Consultant Approval Form

Division: Roads & Drainage
Project Manager: Bill Lorenzo

Step 1:

Review list for appropriate Expertise, Experience, and Personnel (List all consultants awarded a master agreement under the RFP)

Consultant	Expertise	Experience	Personnel	Elevated for Consideration (Y/N)
AECOM	Y	Y	Y	Y
EISMAN & RUSSO	Y	Y	Y	Y
RS&H	Y	Y	Y	Y
WSB	Y	Y	Y	Y

State justification for each firm NOT elevated and why:

Step 2:

Past performance on similar projects satisfactory (List all consultants elevated from Step 1)

Consultant	Has past performance been satisfactory (Y/N)	Elevated for Consideration(Y/N)
AECOM	Y	Y
EISMAN & RUSSO	Y	Y
RS&H	Y	Y
WSB	Y	Y

State justification for each firm NOT elevated and why:

Step 3:

Total amount of money the County has contracted with each Consultant elevated to Step 2 during the last 24 months.

Consultant	Contracted Amount	Elevated (Y/N)
AECOM	\$846,132.75	Y
EISMAN & RUSSO	\$395,050.00	Y
RS&H	\$273,111.46	Y
WSB	\$0.00	Y

Step 4:

State justification, if the chosen consultant does not have the least amount of contract obligation.

Consultant Services Authorization

Firm Name:	WSB LLC
Master Agreement No.:	2025-055
CSA No.:	2025-055-1
Project Name:	CR 540 Cypress Gardens Rd @ Lake Ned Rd Intersection Improvements
Project Description:	Professional CEI Services for construction oversight of a new roundabout at CR 540 Cypress Gardens Road and Lake Ned Road
Project Exhibits and Attachments	Exhibit "A"- Scope of Services for this CSA Exhibit "B"- Current Fee Schedule (Master Agreement) Exhibit "C"- Reimbursable Cost Schedule Exhibit "D"- Professional Liability (Project Specific)
Duration (in days)	Through completion of construction
Compensation (Lump sum or Not to exceed to be identified in Exhibit "A")	\$Total cost not to exceed \$452,097.20
Liquidated Damages (if applicable)	\$ 0 /Per Day
Budget Source/Availability	10104.540541095.5666000.5400194.74

IN WITNESS WHEREOF, the parties hereto have executed this CSA on this _____ day of _____, 20__.

Attest:

STACY M. BUTTERFIELD

By: _____

Deputy Clerk

Date Approved by County: _____

POLK COUNTY, a political subdivision of the State of Florida

By: _____

_____, Chairman

Board of County Commissioners

Review as to form and legal sufficiency

Nancy M... 2/28/2024

County Attorney's Office Date

Attest:

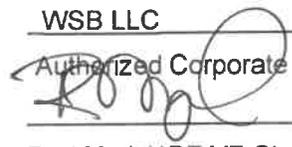

Corporate Secretary

2/3/24
Date

CONSULTANT COMPANY NAME

WSB LLC

Authorized Corporate Officer



Rod Myrick PE VP Strategy & Construction

Date 2/3/26

SEAL



SCOPE OF SERVICES

Construction Engineering and Inspection (CEI) Services for CR 540, Cypress Gardens Road at Lake Ned Road. Intersection Improvement

Client: Polk County , a political subdivision of the State of Florida

Consultant: WSB LLC

1.0 PURPOSE

This scope of services describes and defines the Construction Engineering and Inspection (CEI) services which are required for contract administration, inspection, and materials sampling and testing from mobilization through final acceptance and demobilization of the project.

2.0 SCOPE

Serve as Polk County's representative on the project and faithfully represent Polk County's interest in all matters, with special emphasis given to issues involving public safety, quality, timely completion of the work, and financial responsibility. Exercise independent professional judgment in performing obligations and responsibilities under this Agreement.

3.0 AUTHORITY AND STANDARDS

Perform services in accordance with Polk County standards and applicable FDOT manuals and procedures, interpreting "the Department" references in FDOT standard materials as "Polk County" for this project.

4.0 LENGTH OF SERVICE

The services for each Construction Contract shall begin upon written notification to proceed by Polk County.

Track the execution of the Construction Contract such that the Consultant is given timely authorization to begin work. While no personnel shall be assigned until written notification by Polk County has been issued, the Consultant shall be ready to mobilize personnel within 14 calendar days of notification. For the duration of the project, coordinate closely with Polk County and the Contractor to minimize rescheduling of Consultant activities due to construction delays or changes in the scheduling of Contractor activities

The Consultant will be allowed an accumulation of 30 calendar days to perform preliminary administrative services prior to the issuance of the Contractor's notice to proceed and 30 calendar days to demobilize after Final Acceptance of the Construction Contract.

Remain engaged through final acceptance, certification of final estimates, submission of as-built records, and closeout.

5.0 ITEMS FURNISHED BY POLK COUNTY

Polk County, on an as-needed basis, will furnish the following Construction Contract documents for the project. These documents may be provided in either paper or electronic format:

1. Construction Plans and Specifications Package
2. Computer-Aided Drafting and Design (CADD) Files
3. Executed Construction Contract
4. Utility Agency Coordination Documents

6.0 ITEMS FURNISHED BY CONSULTANT

6.1 Office Automation:

Provide all software and hardware necessary to efficiently and effectively carry out the responsibilities under this Agreement.

Provide each inspection staff with a laptop computer (or tablet) using a mobile broadband connection at the jobsite.

Ownership and possession of computer equipment and related software provided by the Consultant shall remain with the Consultant at all times. The Consultant shall retain responsibility for risk of loss or damage to said equipment during performance of this Agreement. Field office equipment shall be maintained and operational at all times.

6.2 Vehicles:

Equip vehicles with appropriate safety equipment and to effectively carry out the requirements of this Agreement. Vehicles shall have the Consultant's name and phone number visibly displayed on both sides of the vehicle.

6.3 Field Equipment:

Supply survey, inspection, and testing equipment essential to perform services under this Agreement; such equipment includes non-consumable and non-expendable items.

Hard hats and safety vests shall have the Consultant's name visibly displayed.

Equipment described herein and expendable materials under this Agreement will remain the property of the Consultant and shall be removed at completion of the work.

Handling of nuclear density gauges shall be in compliance with license requirements.

Retain responsibility for risk of loss or damage to said equipment during performance of this Agreement. Maintain field office equipment at all times.

6.4 Licensing for Equipment Operations:

Obtain proper licenses for equipment and personnel operating equipment when licenses are required. The license and supporting documents shall be available for verification by Polk County, upon request.

Radioactive Materials License for use of Surface Moisture Density Gauges shall be obtained through the State of Florida Department of Health.

7.0 RESPONSIBILITIES OF THE CONSULTANT

7.1 General:

Administer, monitor, and inspect the Construction Contract such that the project is constructed in reasonable conformity with the plans, general conditions, and special conditions for the Construction Contract.

Observe the contractor's work to determine the progress and quality of the work, identify discrepancies, report significant discrepancies to the County, and direct the Contractor to correct such observed discrepancies.

Negotiate Allowance Authorized Release (AAR's) with the Contractor for changes and/or additions to the project scope up to the AAR funding amount. For changes in quantities and/or additions to the project scope greater than the AAR Funding Amount, a Change order shall be prepared as a recommendation to the County, which the County may accept, modify or reject upon review. Consult with the County Project Manager, as necessary, and direct all issues which exceed the Consultant's authority to the County Project Manager for action or direction.

Advise the County Project Manager of any significant omissions, substitutions, defects, and deficiencies noted in the work of the Contractor, and the corrective action that has been directed to be performed by the Contractor. Work provided by the Consultant shall not relieve the Contractor of responsibility for the satisfactory performance of the Construction Contract.

7.2 Independent Engineering Judgement:

Exercise independent engineering judgment in pursuit of the project. Personnel are expected to gather information from project inspection personnel and make informed, technically sound decisions to promote timely, successful completion of the project without sacrificing quality. For technical issues which require coordination with Polk County, all levels of CEI Project Engineer shall be expected to present options for consideration along with a preferred option. Engineering experience and expertise are considerations for the selection of Consultant staff. It is Polk County's expectation that this experience and expertise will be employed by Consultant staff to make sound engineering judgments and recommendations throughout the project.

7.3 On-Site Inspection:

Monitor the Contractor's on-site construction activities and inspect materials in accordance with the Contract Documents for the Construction Contract to determine that the projects are constructed in reasonable conformity with such documents. Maintain detailed accurate records of the Contractor's daily operations and of significant events that affect the work.

Monitor and inspect Contractor's Temporary Traffic Control Plan and review modifications to the Temporary Traffic Control Plan, including Alternate Traffic

Control Plan, in accordance with Polk County's procedures. Consultant employees performing such services shall be qualified by either ATSSA or IMSA.

7.4 Sampling and Testing:

Perform Quality Assurance sampling and testing of component materials and completed work in accordance with the Construction Contract documents. Perform sampling and testing in order to verify contractor compliance. The minimum sampling frequencies shall be as defined by the construction contract documents or as directed by the County. Perform laboratory materials testing of construction materials. Prior to starting the project, prepare a list of all anticipated testing to be performed, including frequencies, for approval by the County. A complete record of all materials incorporated into the project will be provided to the County upon project completion.

Provide verification of the Contractor's activities on the project site and perform the sampling and testing of materials and completed work items that are normally done in the vicinity of the project for the purpose of verifying the Contractor's compliance with the Contract Documents.

Provide verification samples determining the acceptability of all materials and completed work items on the basis of either test results or verification of a certification, certified mill analysis, DOT label, DOT stamp, etc.

Provide sampling, testing, and laboratory methods as required by the construction contract documents or as modified by the County. Polk County will monitor the effectiveness of the Consultant's procedures through observation and may obtain and test independent assurance samples at their discretion.

Documentation reports on the sampling and testing performed will be maintained in the project files and submitted upon request to the County.

7.5 Engineering Services:

Coordinate the Construction Contract administration activities of all parties other than the Contractor involved in completing the construction project. Notwithstanding the above, the Consultant is not liable to the County for failure of such parties to follow written direction issued by the Consultant.

Services include maintaining the required level of oversight of Contractor activities, interpreting the Plans, General Conditions, Special Conditions, and Specifications for the Construction Contract, maintaining complete, accurate records of all activities and events relating to the project, and properly documenting all significant project changes. Perform the following services:

Verify that the Contractor is conducting inspections, preparing reports and monitoring all storm water pollution prevention measures associated with the project. For each project that requires the use of the NPDES General Permit, provide at least one inspector who has successfully completed the “Florida Storm water, Erosion, and Sedimentation Control Training and Certification Program for Inspectors and Contractors.” The inspector will be familiar with the requirements set forth in the FEDERAL REGISTER, Vol. 57, No. 187, Friday, September 5, 1992, pages 4412 to 4435 “Final NPDES General Permits for Storm water Discharges from Construction Sites” and guidelines developed by Department.

Analyze problems that arise on the project and proposals submitted by the Contractor, work to resolve such issues, and process the necessary paperwork.

Monitor utility construction for conformance to the construction contract documents. Facilitate coordination and communication between all utility agency representatives and the Contractor in execution of the work. Identify potential utility conflicts and assist in the resolution of utility issues.

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.

Monitor the Contractor’s and subcontractor’s compliance with the construction contract documents in regard to payment of predetermined wage rates in accordance with County procedures.

Review, track, and process all Contractor submittals, such as CPM Schedules, Requests for Information (RFI’s), shop drawings, material submittals, claims, and pay requests.

Conduct weekly project meetings to discuss the project status and upcoming work. Prepare meeting minutes and distribute to all parties.

Conduct coordination (pre-activity) meetings prior to all major project activities and traffic control shifts.

Prepare and submit to the County Project Manager monthly, a Construction Status Report (CSR), in an acceptable format.

Make a video of the pre-construction conditions throughout the project limits. Provide a digital photo log or video of project activities, with heavy emphasis on areas of real/potential public controversy. Provide the County with a copy of the DVD and photo log.

Utilize digital cameras for photographic documentation of pre-construction state and of noteworthy incidents or events during construction. File and maintain photos on a computer. Begin taking photos the day prior to the start of construction and continue regularly throughout the project. Log all photos and provide a copy to the County upon project completion. Photographs shall be taken the days of Substantial Completion and Final Acceptance.

8.0 UTILITY COODINATION

Monitor utility coordination in reasonable conformance to the plans and specifications. Designate a representative as the Utility Coordinator. The Utility Coordinator shall be responsible for, but not limited to, the following:

1. Making sure Utility Coordination is conducted in accordance to the County standards, policies, procedures, and design criteria.
2. Distributing all plans, conflict matrixes and changes to affected utility owners and making sure this information is properly coordinated.
3. Identifying and coordinating the completion of any County or utility owner agreement that is required for reimbursement, or accommodation of the utility facilities associated with the construction project.
4. Assisting the Engineer of Record and the Contractor with resolving utility conflicts.
5. Reviewing all Utility Work Schedules.
6. Handling reimbursable issues, inclusive of betterment and salvage determination.

9.0 STAFFING AND KEY PERSONNEL

Once authorized, the Consultant shall establish and maintain appropriate staffing throughout the duration of construction and completion of the final estimate. Responsible personnel, thoroughly familiar with all aspects of construction and final measurements of the various pay items, shall be available to resolve disputed final pay quantities until Polk County has received a regular acceptance letter.

Construction engineering and inspection forces will be required of the Consultant while the Contractor is working. If Contractor operations are substantially reduced or suspended, the Consultant will reduce its staff appropriately.

In the event that the suspension of Contractor operations requires the removal of Consultant forces from the project, the Consultant will be allowed up to ten (10) calendar days to demobilize, relocate, or terminate such forces.

10.0 QUALITY ASSURANCE/QUALITY CONTROL

10.1 Quality Assurance Plan:

Within 30 days after receiving award of an Agreement, furnish a QA Plan to the Construction Project Manager. The QA Plan shall detail the procedures, evaluation criteria, and instructions of the Consultant's organization for providing services pursuant to this Agreement.

10.2 Quality Assurance Reviews:

Conduct semi-annual Quality Assurance Reviews to ensure compliance with the requirements of the Agreement. Quality Assurance Reviews shall be conducted to evaluate the adequacy of materials, processes, documentation, procedures, training, guidance, and staffing included in the execution of this Agreement. Quality Assurance Reviews shall also be developed and performed to achieve compliance with specific QA provisions contained in this Agreement. The semi-annual reviews shall be submitted to the Construction Project Manager in written form no later than one (1) month after the review.

10.3 Quality Records:

Maintain adequate records of the quality assurance actions performed by the organization (including subcontractors and vendors) in providing services and products under this Agreement. All records shall indicate the nature and number of observations made, the number and type of deficiencies found, and the

corrective actions taken. All records shall be available to Polk County, upon request, during the Agreement term.

11.0 AGREEMENT MANAGEMENT

With each monthly invoice submittal, the Consultant Project Manager will provide a reviewed and approved Status Report for the Agreement. This report will provide an accounting of the additional Agreement calendar days allowed to date, an estimate of the additional Agreement calendar days anticipated to be added to the original Agreement schedule time, an estimate of the Agreement completion date, and an estimate of the consultant funds expiration date.

When the Consultant identifies a condition that will require a Modification to the Agreement, the Consultant Project Manager will communicate the need to the County Project Manager for approval in concept. Once received, the Consultant shall prepare and submit the modification and all accompanying documentation to the County Project Manager for further processing. The content and format of the modification and accompanying documentation shall be in accordance with instructions and format to be provided by the County.

12.0 SUBCONSULTANT SERVICES:

Upon written approval by the County Project Manager, and prior to performance of the work, the Consultant may subcontract for engineering surveys, materials testing, monthly aerial photographs, or specialized professional services.

13.0 POST CONSTRUCTION CLAIMS REVIEW:

In the event the Contractor submits a claim for additional compensation and/or time after the Consultant has completed this Agreement, the Consultant shall, upon execution by the County and the Consultant of an Amendment to this Agreement providing for compensation for such services, analyze the claim, engage in negotiations leading to settlement of the claim, and prepare and process the required documentation to close out the claim. Compensation for such services will be negotiated and effected through a Supplement to the Agreement.

Exhibit B

CEI ESTIMATE OF WORK EFFORT		2026												Total Man Hours	Projected Rates	TOTAL EXPENDITURE		
		2025																
		DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	Total Man Hours						
Name	Company	Position	Pre-Construction Utility Coordination												Total Man Hours	Projected Rates	TOTAL EXPENDITURE	
Chris Hiehle, P.E.	WSB	Senior Engineer	0.20	0.20	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.10	0.20	214.50	\$ 255.48	\$ 54,800.46
Siva Bathula	WSB	Assistant Project Administrator	0.20	0.40	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50	759.00	\$ 145.56	\$ 110,480.04
Britanee Hunter	WSB	Secretary/Clerk	0.10	0.10	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	0.25	363.00	\$ 83.00	\$ 30,129.00
Luis Garcia	WSB	Senior Inspector	0.20	0.20	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	0.50	1303.50	\$ 124.77	\$ 162,637.70	
Steven Sherrouse	WSB	Inspector			1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00		990.00	\$ 95.00	\$ 94,050.00	
Man Month Subtotal			0.70	0.90	1.85	2.85	2.85	1.45	22.00	3630.00		\$ 452,097.20						



**EXHIBIT "B" WSB LLC-PROFESSIONAL SERVICES FEE SCHEDULE
CSC Road and Drainage CEI 2025
Polk County**

	<u>Range of Direct</u>		<u>Range of Hourly</u>	
	<u>Labor Rates</u>		<u>Billing Rates</u>	
Principal	\$107.00	\$135.00	\$318.00	\$401.00
Project Manager	\$75.00	\$92.00	\$223.00	\$273.00
Chief Engineer	\$93.00	\$100.00	\$276.00	\$297.00
Senior Engineer	\$71.00	\$89.00	\$211.00	\$264.00
Project Engineer	\$49.00	\$68.00	\$146.00	\$202.00
Engineer	\$43.00	\$55.00	\$128.00	\$163.00
CEI Assist Contract Support Spec	\$31.00	\$33.00	\$92.00	\$98.00
CEI Assist Proj Admin	\$46.00	\$51.00	\$137.00	\$151.00
CEI Asso Res Comp Spec	\$25.00	\$28.00	\$74.00	\$83.00
CEI Building Inspector/Electrical	\$39.00	\$45.00	\$116.00	\$134.00
CEI Communications Engineer	\$70.00	\$89.00	\$208.00	\$264.00
CEI Contract Support Specialist	\$42.00	\$45.00	\$125.00	\$134.00
CEI Inspector	\$28.00	\$32.00	\$83.00	\$95.00
CEI Inspector's Aide	\$21.00	\$23.00	\$62.00	\$68.00
CEI ITS Inspector	\$32.00	\$35.00	\$95.00	\$104.00
CEI Landscape Inspector	\$35.00	\$38.00	\$103.00	\$113.00
CEI Project Admin (Bridge)	\$65.00	\$70.00	\$193.00	\$208.00
CEI Project Admin	\$63.00	\$69.00	\$187.00	\$205.00
CEI Res Compliance Specialist	\$30.00	\$35.00	\$89.00	\$104.00
CEI Scheduler	\$71.00	\$79.00	\$211.00	\$235.00
CEI Secretary/Clerk Typist	\$26.00	\$28.00	\$77.00	\$83.00
CEI Senior Inspector (Bridge)	\$43.00	\$46.00	\$128.00	\$137.00
CEI Senior Inspector	\$38.00	\$44.00	\$113.00	\$131.00
CEI Senior Inspector- Bldg Struct.	\$53.00	\$56.00	\$157.00	\$166.00
CEI Senior ITS Inspector	\$40.00	\$45.00	\$119.00	\$134.00
CEI Senior Landscape Inspector	\$38.00	\$44.00	\$113.00	\$131.00
CEI Senior Project Engineer	\$90.00	\$100.00	\$267.00	\$297.00
CADD/Computer Technician	\$31.00	\$35.00	\$92.00	\$104.00
Certified Bridge Inspector	\$40.00	\$45.00	\$119.00	\$134.00
Senior Designer	\$50.00	\$54.00	\$149.00	\$160.00
Designer	\$43.00	\$49.00	\$128.00	\$146.00

** Rounded to the nearest dollar*



	Range of Direct Labor Rates		Range of Hourly Billing Rates	
SUR Chief Surveyor	\$91.00	\$94.00	\$270.00	\$279.00
SUR Senior Surveyor	\$80.00	\$84.00	\$238.00	\$249.00
SUR Senior Surveyor	\$74.00	\$76.00	\$220.00	\$226.00
SUR Survey Project Manager 3	\$69.00	\$72.00	\$205.00	\$214.00
SUR Survey Project Manager 2	\$68.00	\$71.00	\$202.00	\$211.00
SUR Surveyor	\$66.00	\$71.00	\$196.00	\$211.00
SUR Field Crew Supervisor 1	\$58.00	\$64.00	\$172.00	\$190.00
SUR Survey Project Manager 1	\$56.00	\$61.00	\$166.00	\$181.00
SUR Mobile Survey Operator	\$52.00	\$60.00	\$154.00	\$178.00
SUR Survey/GIS/SUE Analyst 3	\$44.00	\$46.00	\$131.00	\$137.00
SUR Mobile Survey Analyst 3	\$43.00	\$46.00	\$128.00	\$137.00
SUR Crew Chief	\$37.00	\$43.00	\$110.00	\$128.00
SUR Instrument Operator	\$27.00	\$30.00	\$80.00	\$89.00
SUR Rod Person	\$23.00	\$28.00	\$68.00	\$83.00
MAT Chief Engineer	\$78.00	\$84.00	\$232.00	\$249.00
MAT Senior Engineer	\$70.00	\$73.00	\$208.00	\$217.00
MAT Senior Engineering Technician	\$70.00	\$74.00	\$208.00	\$220.00
MAT Engineer	\$58.00	\$60.00	\$172.00	\$178.00
MAT Project Manager	\$55.00	\$58.00	\$163.00	\$172.00
MAT Engineer Intern	\$39.00	\$42.00	\$116.00	\$125.00
MAT CADD/Computer Technician	\$38.00	\$43.00	\$113.00	\$128.00
MAT Engineering Technician	\$30.00	\$36.00	\$89.00	\$107.00
MAT Technician Aid	\$18.00	\$23.00	\$53.00	\$68.00
Chief Planner	\$108.00	\$116.00	\$321.00	\$345.00
Senior Planner	\$74.00	\$76.00	\$220.00	\$226.00
Project Planner	\$51.00	\$54.00	\$151.00	\$160.00
Planner	\$41.00	\$47.00	\$122.00	\$140.00

* Rounded to the nearest dollar

Consultant LABOR MULTIPLIER CALCULATIONS	
Direct Labor	1.0000
Overhead/General/Administrative/Fringe	1.5828
Sub - Total	2.5828
Profit (15%)	0.3874
Total Multiplier	2.9702

Fran McAskill
Director
Procurement Division



330 West Church Street
P.O. Box 9005, Drawer AS05
Bartow, Florida 33831-9005
Phone: (863) 534-6757
Fax: (863) 534-6789
www.polk-county.net

EXHIBIT C

Board of County Commissioners

REIMBURSABLE COST SCHEDULE

- | | |
|--|---|
| 1. Subcontractor Services | Actual Costs |
| 2. Travel & Mileage Expenses | In accordance with Chapter 112.061, F.S.; and further defined in the Polk County Employee Handbook for pre-approved out-of-county travel (excluding travel from home offices located outside of Polk County to the Polk County line). |
| 3. Pre-approved Equipment
(includes purchase and rental of equipment used in project) | Actual Costs |



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/03/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER H. Robert Anderson and Associates, Inc. 8201 Norman Center Drive Suite 220 Bloomington MN 55437	CONTACT NAME: Jeanne Danmeier PHONE (A/C, No, Ext): (952) 893-1933 E-MAIL ADDRESS:	FAX (A/C, No): (952) 893-1819
	INSURER(S) AFFORDING COVERAGE	
INSURED WSB LLC 701 Xenia Avenue South Ste. 300 Minneapolis MN 55416	INSURER A: XL Specialty Insurance Co. NAIC # 37885	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 2025-2026 WSB LLC 1 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL/SUBR		POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
		INSR	WVD					
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	\$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE AGGREGATE	\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	\$
A	Professional Liability			DPR5048636	10/01/2025	10/01/2026	Each Claim/ Each Policy Year Aggregate	\$5,000,000 \$10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

PROJECT NAME: CSA# 2025-055-1 CR 540 Cypress Gardens Rd @ Lake Ned Rd Intersection Improvements
 PROJECT #: CSA# 2025-055-1

This certificate or memorandum of insurance does not affirmatively or negatively amend, extend, or alter the coverage afforded by the insurance policy.

CERTIFICATE HOLDER**CANCELLATION**

Polk County 3000 Sheffield Road Winter Haven FL 33880	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/4/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh & McLennan Agency LLC 6160 Golden Hills Drive Minneapolis MN 55416	CONTACT NAME: Kasi Heilig PHONE (A/C, No, Ext): E-MAIL ADDRESS: kasi.heilig@marshmma.com	FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE	
INSURED WSB LLC 701 Xenia Ave So., Suite 300 Minneapolis, MN 55416	WSBASSOCIA INSURER A : National Union Fire Ins Co PittsburghPA	NAIC # 19445
	INSURER B : Zurich American Insurance Company	16535
	INSURER C : Twin City Fire Insurance Company	29459
	INSURER D :	
	INSURER E :	
	INSURER F :	

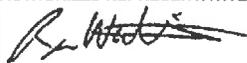
COVERAGES **CERTIFICATE NUMBER:** 89900617 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC OTHER:	Y	Y	GL5425678	3/1/2025	3/1/2026	EACH OCCURRENCE \$ 5,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 5,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 10,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY	Y		CA4693553	3/1/2025	3/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000	Y		41HV6BP2SZ9	3/1/2025	3/1/2026	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y	N/A	WC066656880 WC066656900	3/1/2025 3/1/2025	3/1/2026 3/1/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Inland Marine			CPP696163601	3/1/2025	3/1/2026	Each Occurrence 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 RE: PROJECT # CSA# 2025-055-1, RFP Number: 25-308, PROJECT NAME: CSA# 2025-055-1 CR 540 Cypress Gardens Rd @ Lake Ned Rd Intersection Improvements.

Polk County, a political subdivision of the State of Florida are included as Additional Insureds for General Liability, including completed operations & Automobile liability, on a primary and non-contributory basis and Waiver of subrogation is in favor of the Additional Insureds for General Liability, and Workers Compensation, for work performed by the named insureds, if required by written contract or agreement. Subject to all policy terms, conditions, endorsements and exclusions, the Umbrella/Excess Liability follows the underlying liability coverage for coverages specified on the Umbrella policy schedule of underlying insurance. Cancellation provision is amended to 30 days except for 10 day notice of cancellation for non-payment of premium per policy terms and conditions. General Liability includes Contractual Liability.

CERTIFICATE HOLDER Polk County 3000 Sheffield Road Winter Haven, FL 33880	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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