



TOWN OF PALM BEACH

Town Manager's Office

TENTATIVE -
SUBJECT TO
REVISION

UNDERGROUND UTILITIES TASK FORCE MEETING

TOWN HALL
COUNCIL CHAMBERS-SECOND
FLOOR 360 SOUTH COUNTY ROAD

AGENDA

Friday, January 5, 2018

9:00 AM

Welcome!

For information regarding procedures for monitoring or participating in Task Force Meetings, please refer to the end of this agenda.

- I. CALL TO ORDER AND ROLL
Jeffery Smith, Chairman
Donald Gulbrandsen, Vice Chairman
Dennis Bottorff
W. Anthony Dowell
Susan Gary
Nicki McDonald
Thomas Parker
Harry Wolin
- II. PLEDGE OF ALLEGIANCE
- III. APPROVAL OF AGENDA
- IV. COMMUNICATIONS FROM CITIZENS (For Matters Not on the Agenda; 3 Minute Limit Please. Matters on the Agenda may be addressed at the time the item comes up for discussion.)
- V. MINUTES
 - A. UUTF Meeting Minutes of November 7, 2017
 - B. UUTF Meeting Minutes of December 5, 2017

- VI. TOWNWIDE UNDERGROUND PROJECT STATUS REPORT
- A. **Review of Project & Dashboard, Summary of Project Status**
Steven Stern, Project Manager
 - B. **Whiting-Turner Contracting Company; Phase 1 South Presentation**
Bo Huggins, Superintendent, Whiting Turner Construction
 - C. **Burkhardt Construction, Inc.; Phase 1 North Presentation**
Marc Kleisley, Project Principal, Burkhardt Construction
 - D. **Kimley-Horn Monthly Status Report**
Kevin Schanen, P.E., Kimley-Horn
- VII. AT&T FIBER OPTIC SYSTEM, STATUS UPDATE
Steven Stern, Project Manager
- VIII. PEER REVIEW OF MASTER PLAN
Patricia Strayer, Town Engineer
- IX. ANY OTHER MATTERS
- X. ADJOURNMENT

PLEASE TAKE NOTE:

- The progress of this meeting may be monitored by visiting the Town's website (www.townofpalmbeach.com) and selecting "Your Government" and then selecting "Live Meeting Audio." If you have questions regarding that feature, please contact the Office of Information Technology at (561) 227-6315. The audio recording of the meeting will appear within 24 hours after the conclusion of the meeting under "Agendas, Minutes, and Audio."
- Disabled persons who need an accommodation in order to participate in the Underground Utilities Task Force meeting are requested to contact the Town Manager's Office at 838-5410 or through the Florida Relay Service by dialing 1-800-955-8770 for voice callers or 1-800-955-8771 for TDD callers, at least two (2) working days before this meeting.

PROCEDURES FOR PUBLIC PARTICIPATION

Citizens desiring to address the Task Force should proceed toward the public microphones when the applicable agenda item is being considered to enable the Chair to acknowledge you.

COMMUNICATIONS FROM CITIZENS:

Any citizen is entitled to be heard concerning applicable matters under the section(s) entitled "Communications from Citizens," subject to the three-minute limitation.

OTHER AGENDA ITEMS:

Any citizen is entitled to be heard on any official agenda item when the Task Force calls for public comments, subject to the three-minute limitation.

Task Force Meetings are public business meetings and as such, the Task Force retains the right to limit discussion on any issue.

Post Office Box 2029 * 360 South County Road * Palm Beach, Florida 33480
Telephone (561) 838-5410 * Facsimile (561) 838-5411 * townmanager@townofpalmbeach.com

Memo

To: Underground Utilities Task Force (UUTF) Board Members
From: Steven Stern, Underground Utilities Project Manager
CC: Thomas G. Bradford, Town Manager; Jay Boodheshwar, Deputy Town Manager; H. Paul Brazil, P.E., Director of Public Works; Jane Struder, Director of Finance; Patricia Strayer, P.E., Town Engineer; Kevin Schanen, P.E., Kimley-Horn;
Date: 12/28/2018
Re: Agenda Items for the January 5, 2018 UUTF Meeting

This memorandum and its attachments serve as the written backup material associated with the agenda for your UUTF meeting on January 5th. It follows the order of the items appearing on the UUTF agenda for the meeting.

The substantive items on this agenda are as follows:

V. MINUTES

The minutes for the November 7, 2017 (**Page 6**) and the December 5, 2017 UUTF (**Page 10**) meetings are ready for your review and approval. If you find there is an error or omission, please feel free to ask for a correction at the meeting. Your requests will be noted in the minutes of this meeting and staff will make the requested changes to the proposed minutes.

VI. TOWNWIDE UNDERGROUND PROJECT STATUS REPORTING

A. **Review of Project & Dashboard, Summary of Project Status**

Mr. Steven Stern, Project Manager, will review recent undergrounding initiatives and the project dashboard. (**Page 14**).

B. **Whiting-Turner Contracting Company; Phase 1 South**

Mr. Bo Huggins, Superintendent with Whiting-Turner Construction will present a summary of Phase 1 South project status. (**Page 37**).

C. Burkhardt Construction, Inc.; Phase 1 North

Mr. Marc Kleisley, Project Principal with Burkhardt Construction will discuss Phase 1 North current project status. **(Page 40).**

D. Kimley-Horn; Monthly Status Report

Mr. Kevin Schanen, P.E., will review his monthly status report on behalf of Kimley-Horn. **(Page 43).**

VII. AT&T FIBER OPTIC SYSTEM, STATUS UPDATE

Mr. Steven Stern, Project Manager, will discuss progress to engage ATT for fiber optic special construction.

VIII. PEER REVIEW OF MASTER PLAN, REVIEW OF FINDINGS

Ms. Patricia Strayer, Town Engineer, will lead the discussion regarding the prioritized list of Patterson & Dewar's final report findings. **(Page 47).**

- i. During the Dec 12th Peer Review discussion the Town Council suggested the UUTF decide if they wish to invite the switchgear manufacturer to present and discuss the reliability of their Vista switchgear.

**MINUTES OF THE UNDERGROUND UTILITIES TASK FORCE MEETING
HELD ON TUESDAY, NOVEMBER 7, 2017**

I. CALL TO ORDER AND ROLL CALL

The Underground Utilities Task Force Meeting was called to order on Tuesday, November 7, 2017, at 9:00 a.m., in the Town Council Chambers. All Task Force Members were found to be present except Vice-Chair Gulbrandsen.

II. PLEDGE OF ALLEGIANCE

Chair Smith led the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Motion was made by Task Force Member Wolin, and seconded by Task Force Member McDonald, to approve the Agenda. On call for a vote, the motion passed unanimously.

IV. COMMUNICATIONS FROM CITIZENS *(For Matters Not on the Agenda; 3 Minute Limit, Please)*

Ned Barnes, Palm Beach Civic Association thanked the members for the wonderful work they were doing and invited them to the November 16th community forum on underground utilities at the Bethesda By-the-Sea Church at 10:00 a.m. He handed out invitations to the task force members.

Ms. Gary thanked Ned Barnes and the Palm Beach Civic Association for paying for the Peer Review which was provided to the taskforce members.

Jack Houlihan, 230 Arabian Road would like a change in the current plans to place a transformer in the easement next to his property. His wife is very ill and it would be about 20ft. from her bedroom. It will also take up a lot of space from their driveway. Ms. McDonald requested a response from Patricia Strayer or Kevin Schanen.

Kevin Schanen, Kimley-Horn & Associates responded that they met with Mr. Houlihan and he refused their recommendation on placement of the transformer. There was a lengthy discussion regarding this situation. Ms. Strayer explained the situation with FP&L regarding the placement of the transformer.

Mr. Parker agreed with Mr. Dowell that it was not in the purview of the Task Force to make a decision regarding this matter. Mr. Wolin suggested getting a technical report from staff before the next meeting. Ms. McDonald did not think it was fair to put it on next month's agenda since his wife is in poor health and suggested handling it at this meeting.

V. MINUTES

A. UTF Meeting Minutes of October 3, 2017

Motion was made by Task Force Member Wolin and seconded by Task Force Member Parker to approve the minutes. On call for a vote, the motion carried unanimously.

VI. TOWNWIDE UNDERGROUND PROJECT STATUS REPORT

A. Review of Project Dashboard, a Synopsis of Project Status *Steven Stern, Project Manager, TOPB*

Steven Stern, Project Manager, referred to the memorandum provided to Taskforce members regarding the project. He then provided an overview of the project dashboard, grant application that was submitted and also a Request for Proposals (RFP) for a consultant outsource option regarding administration of easement acquisitions. The Town in-sourced communications management on October 27th after terminating Cornerstone Solutions. All intellectual property is being transferred from Cornerstone Solutions to us. Website update is now being handled in-house.

In response to Ms. McDonald, Town Manager Bradford explained that the cost of the Communications Specialist will be apportioned as follows: Undergrounding Project 25%; Public Works 25%; Planning, Zoning & Building Dept. 25% and General Fund 25%.

Mr. Stern then provided an overview of the project dashboard, project schedule and budget update for Phase 1 North and South, project design and schedule update for Phase 2, easement acquisition updates and objectives and prepaid assessment update.

Finance Director Struder provided an overview of the underground utility project dashboard, new budget summary for Phase 1 and 2, and budget formatting updates. Also the addition of the lawsuit expenses regarding the Goldmacher lawsuit.

B. Whiting-Turner Contracting Company; Phase 1 South Presentation *Bo Huggins, Superintendent, Whiting-Turner Construction Company*

Bo Huggins, Superintendent, Whiting-Turner Construction Company, provided an update of Phase 1 South project, (including water main deflections and main line conduit installations); completion schedule and Ibis Isle conduit installation schedule.

Discussion ensued regarding the water main deflections, permit approvals, underground rock encounters and communications with residents.

C. Burkhardt Construction, Inc.; Phase 1 North Presentation

Marc Kleisley, Project Principal, Burkhardt Construction

Marc Kleisley, Project Principal, Burkhardt Construction, gave a brief update on Phase 1 North.

He pointed out that the water main installation which is being carried out by the City of West Palm Beach is not part of the undergrounding project. He explained the door hangers that were being placed on residents' doors to inform them of the kind of work that was being carried out within the vicinity of their property.

He mentioned that the Coffee with the Crew meetings seemed to be very successful in addressing residents' concerns about the project. Four taskforce members and 3 councilmembers attended the last one.

D. Kimley-Horn Monthly Status Report

Kevin Schanen, P.E., Kimley-Horn

Kevin Schanen, P.E., Kimley-Horn, provided an overview of the progress update of Phase 1. Regarding the easement acquisition, there was one easement left to be signed and they were actively pursuing that owner.

Phase 2 seventeen executed easements have been received so far. On schedule and budget for this phase.

VII. PEER REVIEW OF MASTER PLAN, STATUS OF DRAFT REPORT

Patricia Strayer, P.E., Town Engineer

Patricia Strayer provided a brief overview of the draft Peer Review of Town-wide Underground Utilities Master Plan which was prepared by Patterson & Dewar. Comments have been received from councilmembers and taskforce members which have been provided to Patterson & Dewar. At the December 12th Town Council meeting Patterson & Dewar will be in attendance to address any concerns and answer any questions. Mr. Smith requested that all comments/concerns from the taskforce and councilmembers be collated and forwarded to the taskforce. Ms. Gary suggested that the Taskforce should have an opportunity to discuss the Peer Review.

VIII. AT&T FIBER OPTIC SYSTEM

Patricia Strayer, P.E., Town Engineer

Patricia Strayer, P.E., Town of Palm Beach, provided an overview of AT&T Fiber Optic System. She referred to the summary memorandum which was provided to the Taskforce. Staff recommendation is to accept AT&T's offer with future negotiations and to accept Comcast's offer of a hybrid system which would result in a \$1.7M increase to the cost.

Responding to Ms. Gary's question about reliability, Ms. Strayer informed that the residents do not have reliability with the current system. With the new system each resident would be guaranteed at least 1G of service. AT&T has 2 options copper and fiber optic. Mr. Bottorff commented on the Comcast system vs. the AT&T system.

Mr. Bradford explained that the Town Council had approved using Attorney, Peter Brandt, to negotiate the details of the agreement with AT&T regarding this fiber optic network.

Motion was made by Task Force Member Gary and seconded by Task Force Member McDonald to recommend to the Town Council to hire Attorney Peter Brandt to negotiate with AT&T and Comcast. On roll call for a vote, the motion passed unanimously.

ANY OTHER MATTERS

Kevin Schanen, Kimley-Horn & Associates reported that he and Mr. Houlihan had come to an agreement regarding the placement of the transformer on his property.

Dates for future meetings:

January 5 (changed from January 2)

February 6

March 6

April 3

May 1

June 5

IX. ADJOURNMENT

There being no further business, the Underground Utilities Task Force Meeting of Tuesday, November 7, 2017, was adjourned at 10:45 a.m.

APPROVED:

Jeffery Smith
Chair

ATTEST:

Kathleen Dominguez
Town Clerk

Date

**MINUTES OF THE UNDERGROUND UTILITIES TASK FORCE MEETING
HELD ON TUESDAY, DECEMBER 5, 2017**

I. CALL TO ORDER AND ROLL CALL

The Underground Utilities Task Force Meeting was called to order on Tuesday, December 5, 2017, at 9:00 a.m. in the Town Council Chambers. All Task Force members were found to be present with the exception of Dennis Bottorff.

II. PLEDGE OF ALLEGIANCE

Chair Smith led the Pledge of Allegiance.

III. APPROVAL OF AGENDA

Motion was made by Task Force Member Parker, and seconded by Task Force Member McDonald, to approve the Agenda. On call for a vote, the motion was passed unanimously.

IV. COMMUNICATIONS FROM CITIZENS – None

V. MINUTES

A. UUTF Meeting Minutes of November 7, 2017

Task Force Member Gary specified that the Civic Association helped pay for the Peer Review.

Task Force Member Parker commented on item VIII and pointed out that the discussion about the recommendation to hire an Attorney to negotiate with AT&T was not included.

By consensus of the Task Force, the approval of the Minutes of the November 7, 2017 meeting, was deferred to the January 5, 2018 meeting.

VI. TOWNWIDE UNDERGROUND PROJECT STATUS REPORT

A. Review of Project & Dashboard, Summary of Project Status

Steven Stern, Project Manager, gave an update of the project. He announced the feedback received from Florida Power & Light (FPL) regarding network topology, feeder and distribution systems, which he will forward to each member after his

review. He commented on ways to save money and reduce expenses. He informed that the Purchasing Department had issued a Request for Proposals (RFP) and they were expecting proposals by December 12. The communications outreach included a presentation to the Civic Association on November 16; a Cup o' Joe with Bo and Coffee with the Crew which are Q & A with residents. The requests for voluntary easements for Phase 2 will be distributed in the New Year. During the holidays there will be a stand down of the project for Thanksgiving from November 22-26. The same will be for Christmas from 12/22 – 1/1 where specifically all equipment will be removed. He gave the percentage of completion for each phase. He noted that project communications is now being handled in-house.

Task Force Member Gary spoke regarding Coffee with the Crew noting that there were very few new faces at the meeting. She stated she would also like to see a few staff members attend.

Task Force Member McDonald expressed that she would like to see a correlation between the reports and the dates being suggested in each phase of the project.

B. Whiting-Turner Contracting Company; Phase 1 South Presentation

Bo Huggins, Superintendent, Whiting Turner Construction, gave an overview of the Phase 1 South construction. He highlighted water main deflections reduced to 10 and will be completed by December 8. Mainline conduit installation will be completed up to 2275 S. Ocean Blvd. by the end of December. South of Lake Avenue to Town limits electrical is being installed and will be completed by the end of December. A professional street sweeper has been hired once per week to sweep S. Ocean Blvd. and Ibis Isle.

C. Burkhardt Construction, Inc.; Phase 1 North Presentation

Marc Kleisley, Project Principal, Burkhardt Construction, gave an overview of the Phase 1 North construction. Water main installation is continuing. He mentioned the Coffee with the Crew meeting which only had a few residents, which seemed complimentary as there seems to be very few complaints.

D. Kimley-Horn Monthly Status Report

Kevin Schanen, P.E., Kimley-Horn, presented a summary of the monthly status report highlighting the following:

- Master Plan Phase 1 is on schedule and on budget.
- Easements – acquisitions are in process. For both Phases 1 North and South, only need to collect one more in Phase 1 North. All 17 executed in Phase 1 South.
- Design for Phase 2 is on schedule and on budget.

Reported that they had a very productive meeting with the Secret Service

regarding work during Presidential visits. Have received permission to continue work while the President is in Town. Down time will be when the President is actually passing time which will be about 45-60 minutes.

Mr. Schanen thanked the Palm Beach Civic Association for hosting a community forum which was very well attended.

Task Force Member Gulbrandsen commented on the complexity of the Undergrounding process and the fact that no risks have been encountered so far.

Discussion ensued regarding vista switches, gas leaks and the differences between the vista boxes and the PME boxes. It was pointed out that S&C, the manufacturers of the switch boxes were willing to attend to make a presentation to the Task Force.

Responding to Task Force Member Dowell, Mr. Schanen mentioned that the cost of the vista box was in the \$50-60K range.

Task Force Member Gary suggested getting reliability studies from S&C regarding the different switches – vista and PME.

VII. AT&T FIBER OPTIC SYSTEM, STATUS UPDATE

Steven Stern, Project Manager presented a status update on the fiber optic system. He reported that Attorneys Peter Brandt and Schef Wright have been hired to negotiate with AT&T in a bid to reduce costs. Staff met with the Attorneys on 12/1 and presented them with various contracts, drawings, etc. They will return with their recommendation.

Mr. Bradford commented that the goal is to have the strategy finalized by the end of December.

VIII. PEER REVIEW OF MASTER PLAN, REMINDER OF FINAL REPORT DELIVERY

Patricia Strayer, Town Engineer, gave a brief update of the Report which will be delivered on 12/6. The presentation will take place at the Town Council Meeting on 12/12 at a 2:30 PM time certain. Time will be set aside at the next Task Force meeting for discussion.

Mr. Richard Kleid, 2660 S. Ocean Blvd. requested the Town Manager place on the Town Council agenda time for discussion for both Council and Task Force members.

Responding to Task Force Member Gulbrandsen, Mr. Bradford explained the process regarding any action to be taken, if necessary. He then explained any next steps to be taken following any decisions made.

IX. ANY OTHER MATTERS

Task Force Member Gulbrandsen requested from Mr. Stern a cost reduction report of the projects on a monthly basis in the meeting back-up.

X. ADJOURNMENT

There being no further business, the Underground Utilities Task Force Meeting of Tuesday, December 5, 2017, was adjourned at 10:30 a.m.

APPROVED:

Jeffrey Smith
Chair

ATTEST:

Kathleen Dominguez
Town Clerk

Date

TOWN OF PALM BEACH

Information for Underground Utility Task Force Meeting on: January 5, 2018

TO: Underground Utility Task Force

FROM: Steven Stern, Project Manager

RE: Key Project Updates

DATE: December 28, 2017

1. FPL Network Topology

Follow up questions sent to FPL regarding hardening of feeders serving the Town.

- o Which power plants provide power to the 10 substations that supply the island?
- o If more than one plant, is there one plant that supplies most of the power to the Town?
- o We learned that 7 feeder lines are presently hardened, 2 are planned to be hardened. We have asked if FPL will develop a plan to harden the remaining 2 lines and when?
- o Which section of Palm Beach do the remaining 2 unhardened lines serve?
- o We have inquired if any of the 7 hardened feeder lines or 2 planned to be hardened are “express” to Palm Beach.

2. Cost Savings

Reduce Easement Expense:

- o RFP for Easement Acquisition Services issued by Purchasing on 11/12/17. Four bidders attended pre-bid conference held 11/21/17. Proposals received 12/12/17. Selection committee meets 01/10/18.
- o Easement process supported by staff for voluntary easement final location in Phase 1 North.
- o Easement process supported by staff; pending signature for final location in Phase 1 South.
- o 5 water main deflections avoided in Phase 1 South, cost savings TBD.

3. Communications

Outreach:

- o 1/5: Cup of Joe with Bo – P1 South
- o 1/8: Coffee with the Crew – P1 North

Voluntary request for Phase 2 Easement - Letter

- o To be sent in January, 300 residents in Phase 2 North and South.

Holiday Stand Down / Clean Up

- o Thanksgiving Stand Down, Phase 1 North, Wed Nov 22 – Nov 26.
- o Christmas Stand Down, Phase 1 North, Friday Dec 22 – Jan 1.

4. AT&T Overhead to Underground Conversion

- o Town’s draft proposal in progress, Schef Wright engaged.

5. Commercial Paper Issued to Finance Underground Utility Project

- o On Dec 20th, the Town issued \$9 million in Commercial Paper to finance the initial phases of the Underground Utility Project.

6. Looking Forward

- o Phase 3 Engineering Design Services
- o Phase 3,4,5 Easement Acquisition Services



Underground Utility Task Force Monthly Progress Report December 2017

Table of Contents

Dashboard – Phase 1 Construction and Phase 2 Design

1. Kimley-Horn Progress Report Phase 1
2. Kimley Horn Progress Report Phase 2
3. Master Plan Gantt Chart
4. Phase 1 Design Gantt Chart
5. Phase 2 Design Gantt Chart Draft
6. Phase 1 North Construction Schedule
7. Burkhardt Executive Project Summaries
8. Phase 1 South Construction Schedule
9. Whiting Turner Executive Summary
10. Project Financial Report
11. Interest Rate Forecast as of November 27, 2017

The following reports will be provided when applicable in future reporting:

- Safety and Reliability Reports
- Completion Milestones

Dashboard Notes:

- Overall Budget represents the percentage encumbered to date versus the total project budget of \$98.6 million.

Prepared by the Finance Department & TMO
December 27, 2017



Town Of Palm Beach Utility Undergrounding Program

Report: December 2017

Updates

Phase 1 Easement Acquisition is complete!

Status Legend

Green (1) - On Task
Yellow (2) - Caution
Red (3) - Not On Task

Design

Phase I Design	Budget	1	99.2% 100%
	Schedule	1	99.0% 100%
Phase II Design	Budget	1	24.6% 100%
	Schedule	1	47.0% 100%

Construction

Phase I North Construction	Budget	1	19.6% 100%
	Schedule	1	22.0% 100%
Phase I South Construction	Budget	1	48.0% 100%
	Schedule	1	27.0% 100%

Easement Acquisition

Phase I Easements	1	100.0%
Phase II Easements	1	0.0% 100%

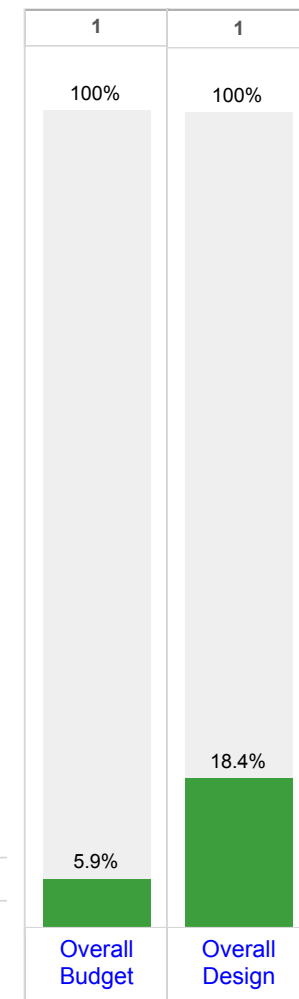
Communications

Communications	Budget	1	34.7% 100%
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Saves And Raves



Easement processing has been in-sourced. Four voluntary easements processed reducing costs.



Town-Wide Undergrounding Master Planning and Phase 1 Design Project
KHA Project #044063188
Progress Report
Period: November 25, 2017 to December 24, 2017

I. Scope Update

A. General

- Schedule: Project schedule progress is shown below.
 - Master Planning is 99% complete
 - North End Design is 99% complete
 - South End Design is 99% complete
- Budget: Project is on budget as of December 15, 2017
 - Master Planning is at 99% of total task budget
 - North End Design is at 99% of total task budget
 - South End Design at 99% of total task budget
- Easement Status
 - Phase 1: 100% of easements approved

B. Master Planning Phase

- Continued coordination with AT&T regarding overall program cost reduction.

C. Detailed Design Phase

- FDOT Landscape Permit Application MMOA coordination with FDOT.
- ERP Permit Coordination with FDEP.
- Project coordination with the US Secret Service

II. Upcoming Activities (December 25, 2017 – January 24, 2018)

A. Master Planning Phase

- None until presentation of master plan at Town Council

B. Detailed Design Phase

- Continued coordination with the FDOT related to the Landscape Permit MMOA.
- Continued coordination with the FDEP for the submerged land lease documents to complete the ERP process.
- Progress meetings to occur to coordinate various elements of the project.



Town-Wide Undergrounding - Phase 2 Design
KHA Project #044063202
December 2017 Progress Report
Period: November 26, 2017 to December 25, 2017

I. Scope Update

A. General

- Schedule: Project schedule progress is shown below.
 - Phase 2 North Design is 47% complete
 - Phase 2 South Design is 47% complete
- Budget: Project is on budget as of November 15, 2017
 - Phase 2 North Design is at 26% of total task budget
 - Phase 2 South Design at 24% of total task budget
- Easement Status
 - Phase 2: N/A, will provide status when this work begins

B. Detailed Design Phase

- Subconsultant/utility owner coordination related to Phase 2 Design.
- Coordination with subsurface utilities locating subconsultant for soft-dig field survey work. Test Holes completed.
- Continued coordination with existing utility owners to collect record drawings and data in the Phase 2 design areas.
- Receipt of preliminary FPL equipment locations for Phase 2 North.
- Development of preliminary project technical specifications.
- Submittal of Phase 2 South Utility Base File hard copies to Town for filing.
- Progress Meeting Attendance.

II. Upcoming Activities (December 26, 2017 – January 25, 2018)

A. Detailed Design Phase

- Subconsultant/utility owner coordination related to Phase 2 Design.
- Soft dig utility investigation field survey work completion.
- Follow up with FPL regarding schedule for receipt of Phase 2 South equipment locations.
- Phase 2 North preliminary FPL equipment review and progress towards initiating the easement acquisition process.
- Progress Meeting Attendance

III. Saves and Raves

A. Saves: Easement processing has been in-sourced. Three voluntary easements have been processed thus far which has reduced outside costs considerably.

B. Raves: Phase 1 Easement Acquisition complete!

ID	Task Name	Duration	Start	Finish	
1	Master Planning	230 days?	Mon 5/16/16	Fri 3/31/17	
2	External Project Kick off Meeting	1 day	Thu 6/16/16	Thu 6/16/16	
3	Internal Project Kick off Meeting	1 day	Mon 6/20/16	Mon 6/20/16	
4	Task 1.1.1 - Data Collection	65 days?	Mon 5/16/16	Fri 8/12/16	
5	Collect/Analyze Town Project Data- ACIP Program Information (roads, drainage, street lights, other planned ACIP projects)	35 days	Mon 5/16/16	Fri 7/1/16	
6	Collect/Analyze City Data - Watermain program information	30 days	Mon 5/16/16	Fri 6/24/16	
7	Collect/Analyze Lake Worth and South Palm Beach data at project limits	30 days	Mon 5/16/16	Fri 6/24/16	
8	Collect/Analyze FPU - gas main replacement program	30 days	Mon 5/16/16	Fri 6/24/16	
9	Collect/ Analyze - FDOT records and proposed projects in Town limits	30 days	Mon 5/16/16	Fri 6/24/16	
10	Collect/Analyze FPL	23 days?	Wed 7/13/16	Fri 8/12/16	
11	Office Meeting/Record Review with FPL	1 day?	Wed 7/13/16	Wed 7/13/16	
12	Field Verification of Major Utility Elements	22 days	Thu 7/14/16	Fri 8/12/16	
13	Collect/Analyze ATT	22 days?	Thu 7/14/16	Fri 8/12/16	
14	Office Meeting/Record Review with ATT (infrastructure / Smart Poles)	1 day?	Thu 7/14/16	Thu 7/14/16	
15	Field Verification of Major Utility Elements	21 days	Fri 7/15/16	Fri 8/12/16	
16	Collect/Analyze Comcast	21 days	Fri 7/15/16	Fri 8/12/16	
17	Office Meeting/Record Review with Comcast	1 day	Fri 7/15/16	Fri 7/15/16	
18	Field Verification of Major Utility Elements	18 days	Wed 7/20/16	Fri 8/12/16	
19					
20	Task 1.1.2 - Data Collection-Future Communications Systems	104 days	Wed 7/6/16	Mon 11/28/16	
21	Collect/Analyze - TOPB Police and Fire Dept private lines	16 days	Fri 7/15/16	Fri 8/5/16	
22	Meeting with Town Public Works staff, Fire Department Staff, and Police Staff	1 day	Wed 7/6/16	Wed 7/6/16	
23	Analysis of Town-wide Closed communications system expansion (police/fire/public works)	17 days	Fri 7/15/16	Mon 8/8/16	
24	Analysis of Town-wide Closed Circuit communications system	51 days	Wed 7/6/16	Wed 9/14/16	
25	Develop recommendations/conceptual order of magnitude OPC (Town Future Communications only)	21 days	Mon 9/26/16	Mon 10/24/16	
26	Draft and Issue summary memorandum	47 days	Thu 9/15/16	Fri 11/18/16	
27	Review recommendations with Town	6 days	Mon 11/21/16	Mon 11/28/16	
28					
29	Broadband Infrastructure Assessment	180 days?	Mon 7/25/16	Fri 3/31/17	
30	Kickoff meeting	1 day	Mon 7/25/16	Mon 7/25/16	

Project: TOPB UG Master Plann

Date: Wed 12/20/17

Task

Milestone

Summary

Manual Task

Manual Summary

Finish-only

Deadline

Progress

Manual Progress

Page 1

ID	Task Name	Duration	Start	Finish																																																
31	Community Needs & Stakeholder Outreach	65 days	Tue 7/26/16	Mon 10/24/16																																																
32	Broadband Market Analysis	44 days	Tue 7/26/16	Fri 9/23/16																																																
33	Broadband Issue Analysis	21 days	Mon 9/26/16	Mon 10/24/16																																																
34	FTTP Data Collection & Benchmarking	46 days	Mon 8/22/16	Mon 10/24/16																																																
35	FTTP Technical Design Options	46 days	Mon 8/22/16	Mon 10/24/16																																																
36	FTTP Business Case Analysis	46 days	Mon 8/22/16	Mon 10/24/16																																																
37	FTTP Financial Evaluation	46 days	Mon 9/26/16	Mon 11/28/16																																																
38	FTTP Roadmap and Business Plan	25 days	Tue 10/25/16	Mon 11/28/16																																																
39	Final Presentation and Deliverables	25 days	Tue 10/25/16	Mon 11/28/16																																																
40	UUTF Presentation	1 day	Tue 12/6/16	Tue 12/6/16																																																
41	RFI Development	21 days	Fri 1/6/17	Fri 2/3/17																																																
42	RFI Distribution and Advertisement	21 days?	Mon 2/6/17	Mon 3/6/17																																																
43	Review RFI Responses and Provide Recommendations	19 days?	Tue 3/7/17	Fri 3/31/17																																																
44																																																				
45	Task 1.1.3 - GIS Base Map Development - Existing Infrastructure	61 days	Mon 5/16/16	Mon 8/8/16																																																
46	GIS Map Development Town Project Data- ACIP Program Information	45 days	Mon 5/16/16	Fri 7/15/16																																																
47	GIS Map Development - Watermain program information	45 days	Mon 5/16/16	Fri 7/15/16																																																
48	GIS Map Development FPU - gas main replacement program	45 days	Mon 5/16/16	Fri 7/15/16																																																
49	GIS Map Development - TOPB Police and Fire private lines	17 days	Fri 7/15/16	Mon 8/8/16																																																
50	GIS Map Development - FDOT records and proposed projects in Town limits	45 days	Mon 5/16/16	Fri 7/15/16																																																
51																																																				
52	Task 1.2 - Concept Design/Master Plan	99 days	Fri 7/15/16	Wed 11/30/16																																																
53	Master Plan Design Layout/Workshop - FPL Infrastructure -GIS Maps	78 days	Mon 8/15/16	Wed 11/30/16																																																
54	Master Plan Design Layout/Workshop - ATT Infrastructure - GIS Maps	59 days	Mon 8/15/16	Thu 11/3/16																																																
55	Master Plan Design Layout/Workshop - Comcast Infrastructure - GIS Maps	70 days	Mon 8/15/16	Fri 11/18/16																																																
56	Master Plan Design Layout - Street lights - GIS Area Map	55 days	Mon 7/18/16	Fri 9/30/16																																																
57	Master Plan Design Layout - CC fiber link and Competitor Communications - GIS Map	17 days	Fri 7/15/16	Mon 8/8/16																																																
58	Major easement Identification, field verification	47 days	Thu 9/1/16	Fri 11/4/16																																																
59																																																				
60	Task 1.2.3 - Phase Selection and Development	45 days	Mon 8/8/16	Fri 10/7/16																																																
61	Phase Selection and Development / GIS Map Development of Phasing Limits (first half of project)	45 days	Mon 8/8/16	Fri 10/7/16																																																

Project: TOPB UG Master Plan
Date: Wed 12/20/17

Task

Milestone

Summary

Manual Task

Manual Summary

Finish-only

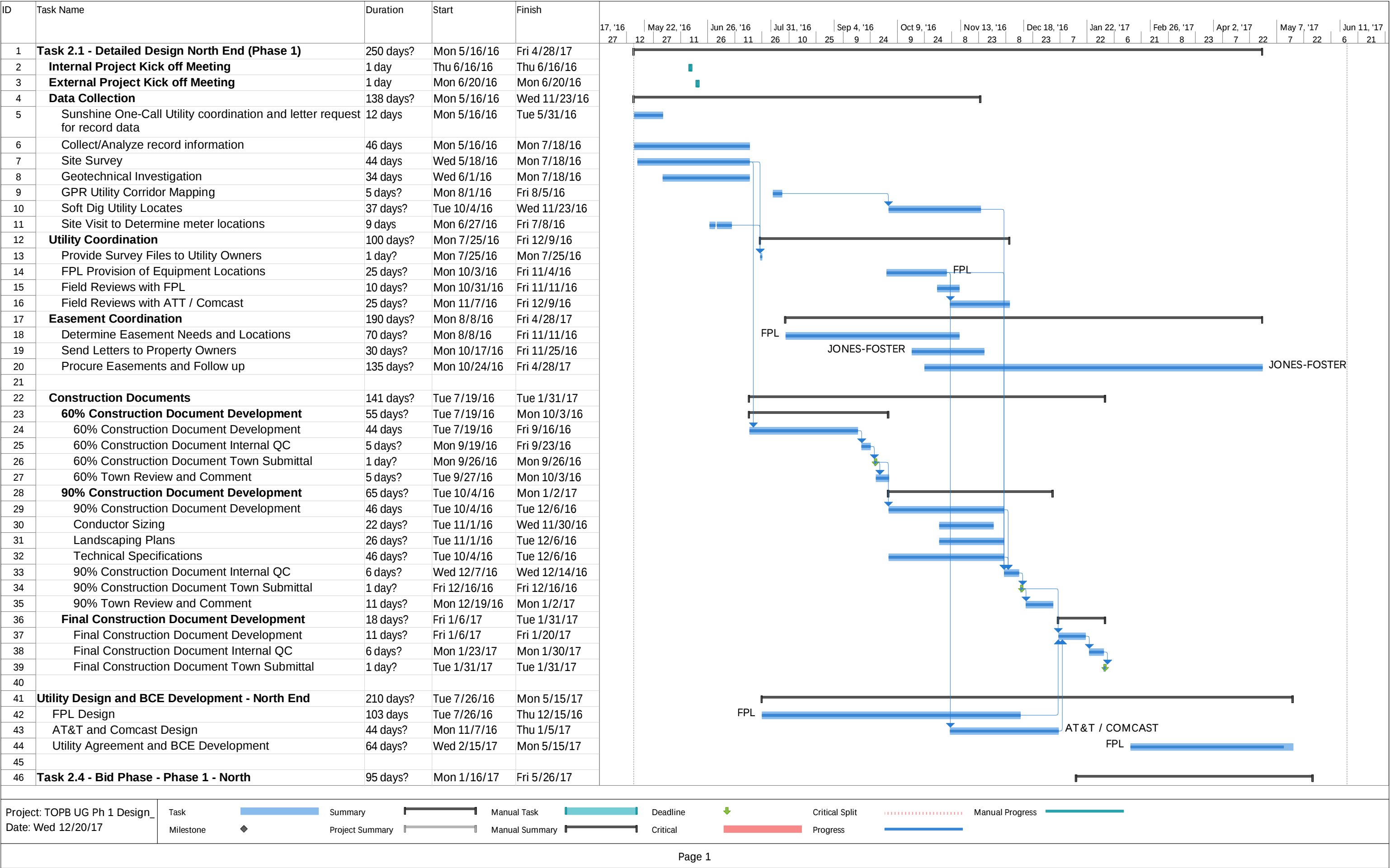
Deadline

Progress

Manual Progress

Page 2

ID	Task Name	Duration	Start	Finish																																																
62																																																				
63	Task 1.2.4 - Engineers Opinion of Probable Construction Cost	63 days	Mon 9/5/16	Wed 11/30/16																																																
64	Development of Overall OPC and year-by-year cost projection	63 days	Mon 9/5/16	Wed 11/30/16																																																
65																																																				
66	Task 1.3 - Project Sequencing and Phasing	125 days	Mon 5/16/16	Fri 11/4/16																																																
67	Task 1.3.1 - Schedule Collection - Outside Projects (ACIP, City, Town, FPU, FDOT, etc.)	35 days	Mon 5/16/16	Fri 7/1/16																																																
68	Task 1.3.2 - Master Schedule Development	60 days	Mon 8/15/16	Fri 11/4/16																																																
69																																																				
70	Task 1.4 - Assessment of Traffic Impacts	78 days	Mon 8/15/16	Wed 11/30/16																																																
71	Develop Traffic Control Notes/Overall Plan	35 days	Mon 8/15/16	Fri 9/30/16																																																
72	Develop General Project Zones	32 days	Thu 9/1/16	Fri 10/14/16																																																
73	Develop GIS Map for MOT Plan	43 days	Mon 10/3/16	Wed 11/30/16																																																
74																																																				
75	Task 1.5 - Project Delivery Methods	45 days?	Wed 8/17/16	Tue 10/18/16																																																
76	Meeting with Town to review delivery method criteria	1 day	Wed 8/17/16	Wed 8/17/16																																																
77	Develop general selection criteria based on project phase complexity, phasing, etc.	26 days	Fri 8/19/16	Fri 9/23/16																																																
78	Develop delivery method recommendations for each Phase of Project	15 days?	Mon 9/26/16	Fri 10/14/16																																																
79	Review recommendations with Town	1 day	Tue 10/18/16	Tue 10/18/16																																																
80																																																				
81	Task 1.6 - Master Plan Document	90 days	Mon 9/5/16	Fri 1/6/17																																																
82	Develop master plan document to describe process undertaken, present design criteria, public vetting process and recommendations	74 days	Mon 9/5/16	Thu 12/15/16																																																
83	Submit to Town Staff	1 day	Fri 12/16/16	Fri 12/16/16																																																
84	Town Staff Review	15 days	Mon 12/19/16	Fri 1/6/17																																																
85																																																				
86	Refine Master Plan based on Town Comments	60 days	Mon 1/9/17	Fri 3/31/17																																																
87	UUTF Meeting to Present MP	1 day?	Tue 4/4/17	Tue 4/4/17																																																
88	Town Council Meeting to Present MP	1 day?	Tue 7/11/17	Tue 7/11/17																																																
Project: TOPB UG Master Plan Date: Wed 12/20/17												Task Milestone Summary Manual Task Manual Summary Finish-only Deadline Progress Manual Progress																																								
Page 3																																																				



ID	Task Name	Duration	Start	Finish																																					
					17, '16	12	May 22, '16	27	11	Jun 26, '16	11	26	10	25	Sep 4, '16	9	24	Oct 9, '16	9	24	Nov 13, '16	8	23	8	23	7	Jan 22, '17	6	21	Feb 26, '17	8	23	Apr 2, '17	7	22	May 7, '17	7	22	Jun 11, '17	6	21
47	Advertisement for CMAR Procurement	23 days?	Mon 1/16/17	Wed 2/15/17																																					
48	Pre-Proposal meeting	1 day?	Wed 1/25/17	Wed 1/25/17																																					
49	Evaluate Submittals	9 days?	Thu 2/16/17	Tue 2/28/17																																					
50	CMAR Recommendation and Award	10 days?	Wed 3/1/17	Tue 3/14/17																																					
51	Pre-Construction Services/Bidding/GMP Development	44 days?	Wed 3/15/17	Mon 5/15/17																																					
52	GMP review and Negotiation	9 days?	Tue 5/16/17	Fri 5/26/17																																					
53																																									
54	UUTF Bid Award Review (North End)	1 day	Tue 6/6/17	Tue 6/6/17																																					
55																																									
56	Town Council Award (North End)	1 day	Tue 6/13/17	Tue 6/13/17																																					
57																																									
58	Start Construction (North End)	1 day	Wed 6/14/17	Wed 6/14/17																																					
59																																									
60	Task 2.2 - Detailed Design South End (Phase 1)	250 days?	Mon 5/16/16	Fri 4/28/17																																					
61	Internal Project Kick off Meeting	1 day	Thu 6/16/16	Thu 6/16/16																																					
62	External Project Kick off Meeting	1 day	Mon 6/20/16	Mon 6/20/16																																					
63	Data Collection	138 days?	Mon 5/16/16	Wed 11/23/16																																					
64	Sunshine One-Call Utility coordination and letter request for record data	12 days?	Mon 5/16/16	Tue 5/31/16																																					
65	Collect/Analyze record information	46 days?	Mon 5/16/16	Mon 7/18/16																																					
66	Site Survey	44 days?	Wed 5/18/16	Mon 7/18/16																																					
67	Geotechnical Investigation	34 days?	Wed 6/1/16	Mon 7/18/16																																					
68	GPR Utility Corridor Mapping	5 days?	Mon 8/8/16	Fri 8/12/16																																					
69	Soft Dig Utility Locates	37 days?	Tue 10/4/16	Wed 11/23/16																																					
70	Site Visit to Determine meter locations	10 days?	Mon 6/27/16	Fri 7/8/16																																					
71	Utility Coordination	85 days?	Mon 7/25/16	Fri 11/18/16																																					
72	Provide Survey Files to Utility Owners	1 day?	Mon 7/25/16	Mon 7/25/16																																					
73	Provision of FPL Equipment Locations	35 days?	Mon 10/3/16	Fri 11/18/16																																					
74	Field Reviews with FPL / ATT / Comcast	35 days?	Mon 10/3/16	Fri 11/18/16																																					
75	Easement Coordination	190 days?	Mon 8/8/16	Fri 4/28/17																																					
76	Determine Easement Needs and Locations	85 days?	Mon 8/8/16	Fri 12/2/16																																					
77	Send Letters to Property Owners	35 days?	Mon 10/17/16	Fri 12/2/16																																					
78	Procure Easements and Follow up	135 days?	Mon 10/24/16	Fri 4/28/17																																					
79																																									
80	Construction Documents	141 days?	Tue 7/19/16	Tue 1/31/17																																					
81	60% Construction Document Development	55 days?	Tue 7/19/16	Mon 10/3/16																																					
82	60% Construction Document Development	44 days?	Tue 7/19/16	Fri 9/16/16																																					
83	60% Construction Document Internal QC	5 days?	Mon 9/19/16	Fri 9/23/16																																					
84	60% Construction Document Town Submittal	1 day?	Mon 9/26/16	Mon 9/26/16																																					
85	60% Town Review and Comment	5 days?	Tue 9/27/16	Mon 10/3/16																																					
86	90% Construction Document Development	65 days?	Tue 10/4/16	Mon 1/2/17																																					
87	90% Construction Document Development	46 days?	Tue 10/4/16	Tue 12/6/16																																					
88	Conductor Sizing	29 days?	Tue 11/1/16	Fri 12/9/16																																					
89	Landscaping Plans	26 days?	Tue 11/1/16	Tue 12/6/16																																					
90	Technical Specifications	46 days?	Tue 10/4/16	Tue 12/6/16																																					
91	90% Construction Document Internal QC	6 days?	Wed 12/7/16	Wed 12/14/16																																					

Project: TOPB UG Ph 1 Design_

Date: Wed 12/20/17

Task

Milestone

Summary

Project Summary

Manual Task

Manual Summary

Deadline

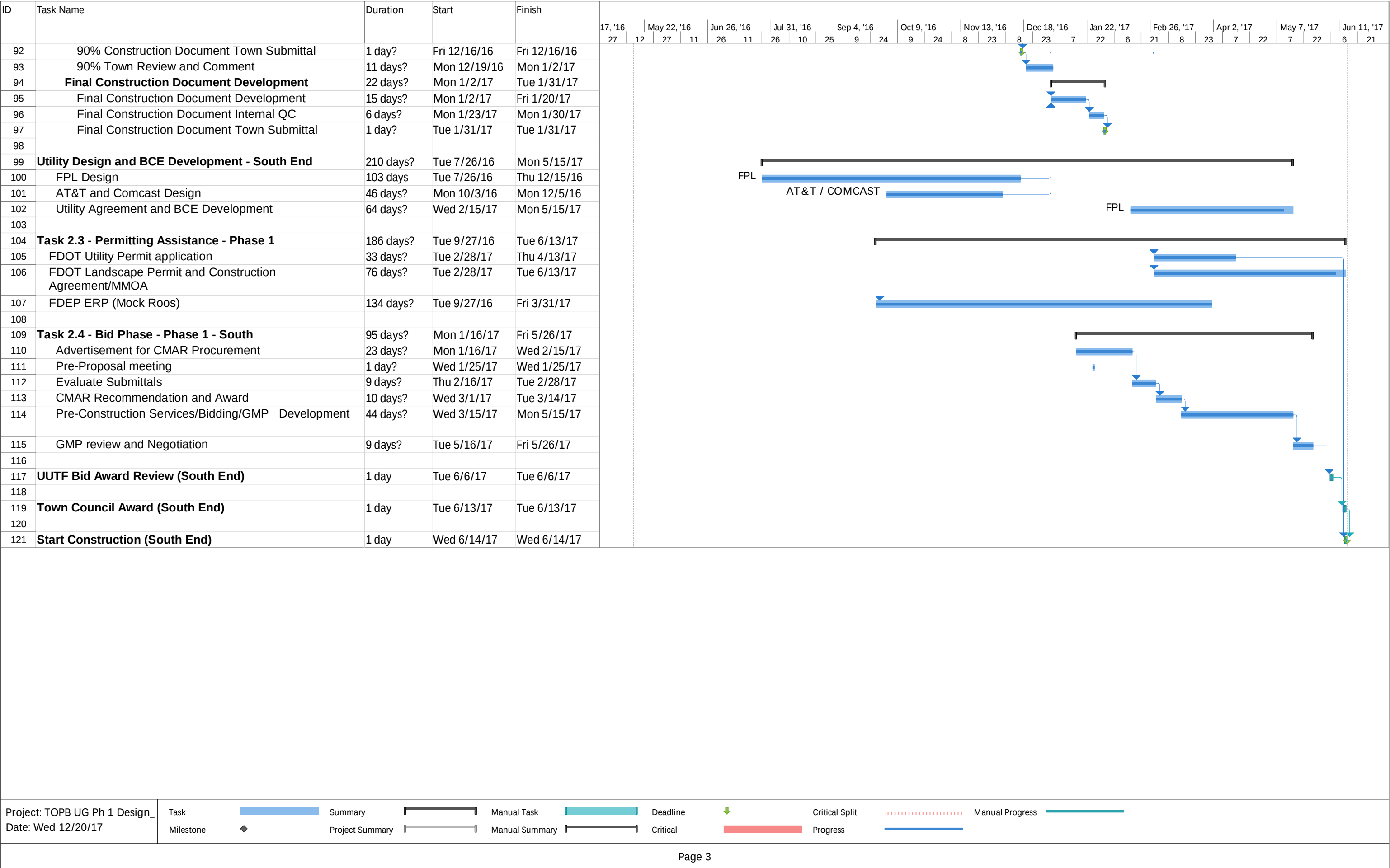
Critical

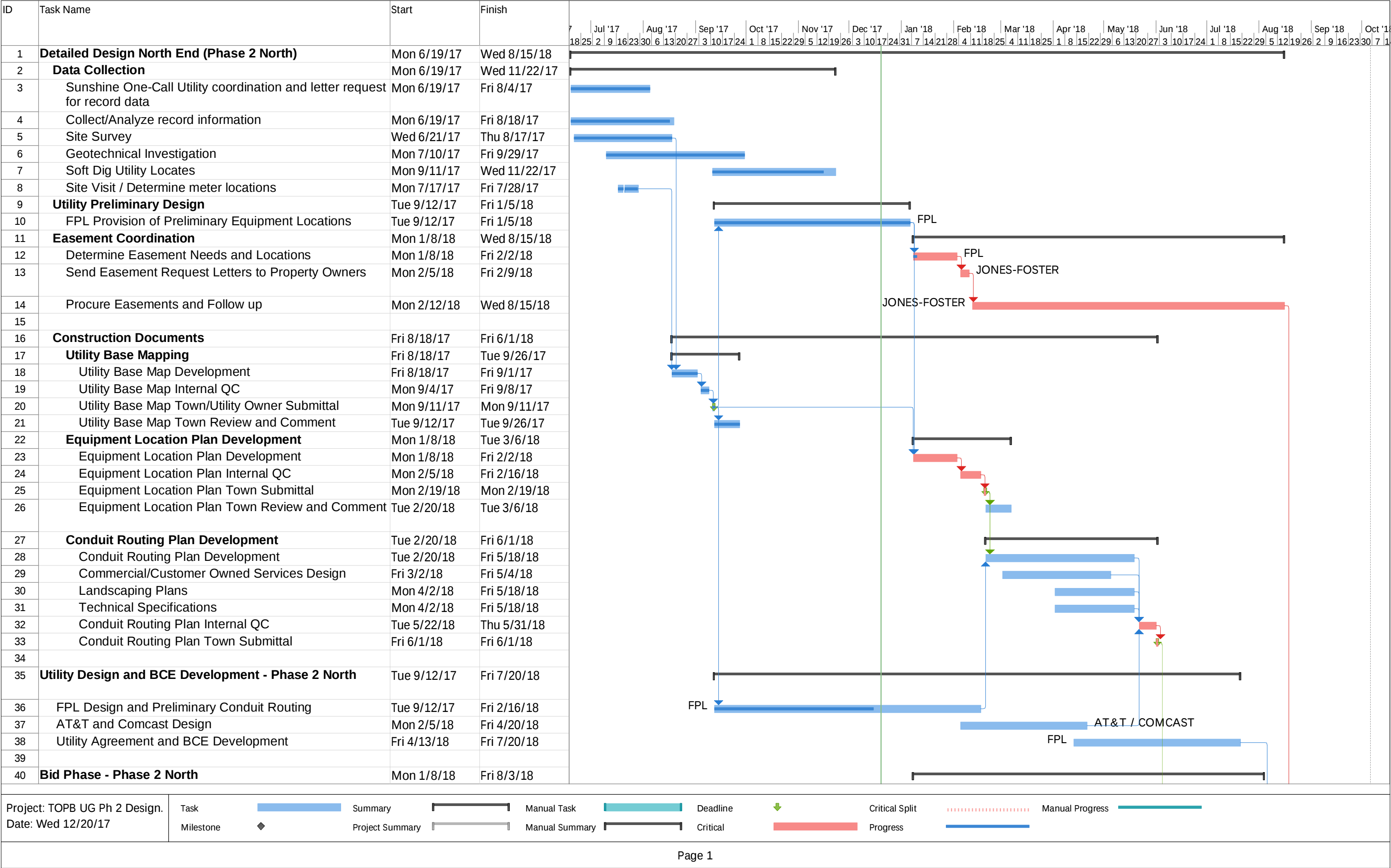
Critical Split

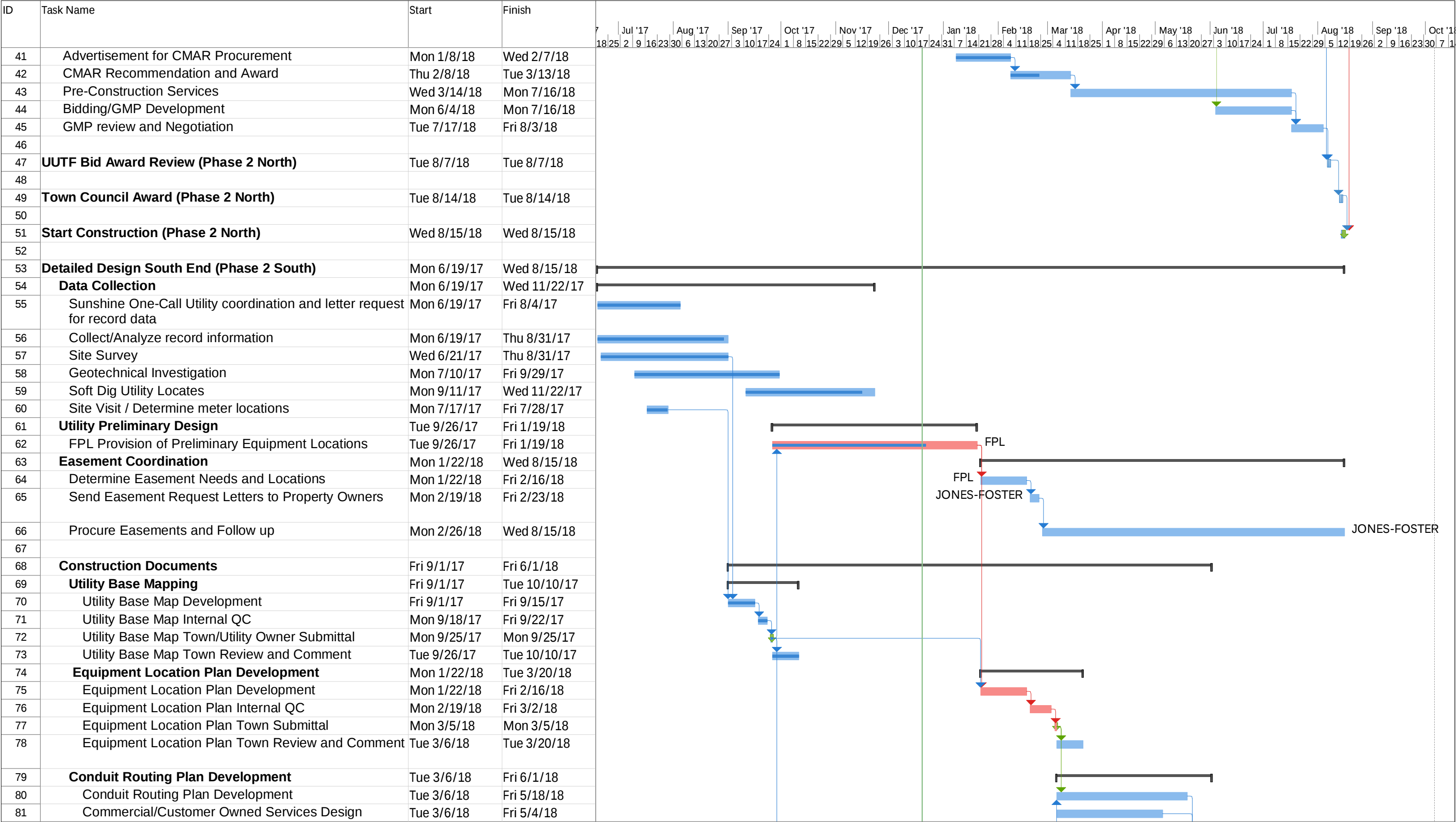
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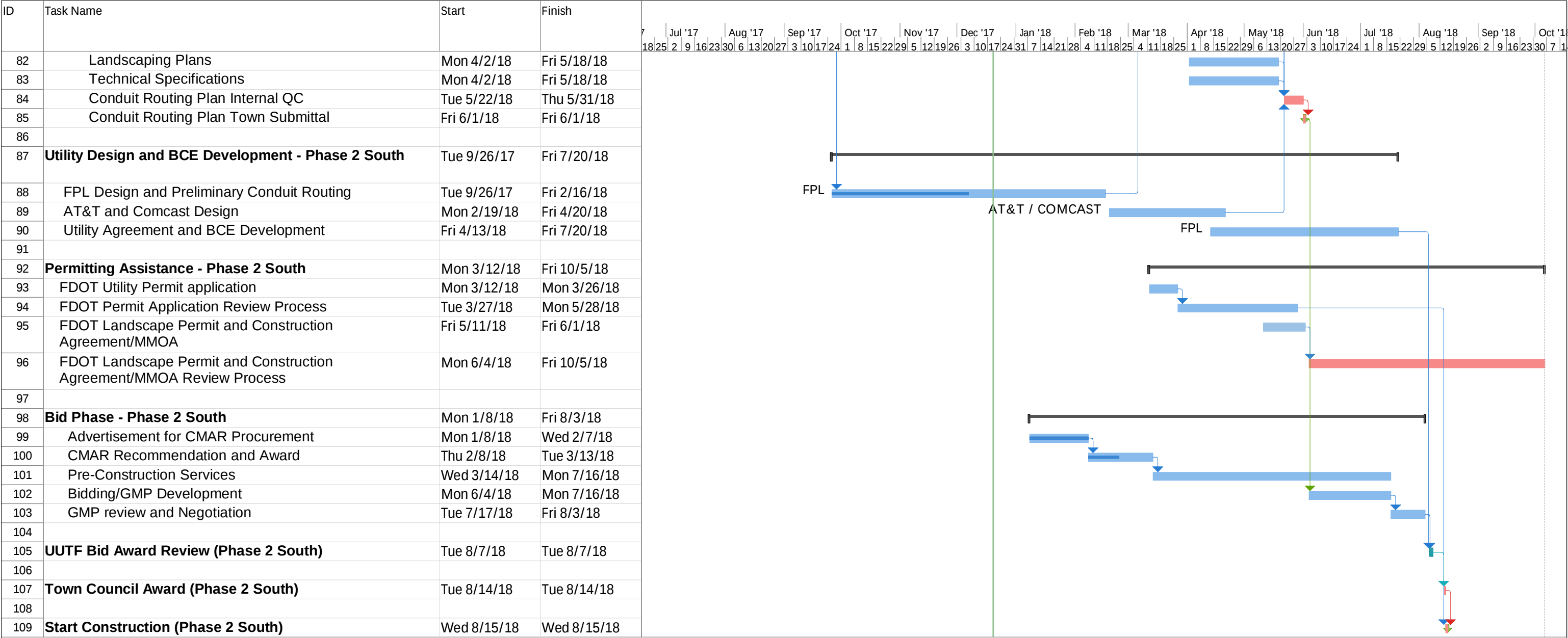
Manual Progress

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Vincent G. Burkhardt
President



Executive Summary
For
November 2017

Project Description

Townwide Overhead Utility Undergrounding

Phase 1 North

P.O. # 171308

Project Status:

The directional drilling operation worked on Onondaga installing the FPL, AT & T and COMCAST conduits. Multiple conduits were installed along the Onondaga corridor including the sweeps to the proposed transformer locations.

The crews shut down, cleaned up, and removed all equipment from the island for the Thanksgiving holiday. After the holiday the main line drilling crew finished Onondaga and continued to North Ocean Blvd. near Mediterranean, Caribbean, and Arabian.

A second drilling crew will also be added after the first of next month. The project continues to remain within budget.

Vincent G. Burkhardt
President



Executive Summary
For
November 2017

Project Description

Townwide Utility Undergrounding
Onondaga Avenue & Laurie Lane Improvements
Phase 1 North
P.O. # 171308

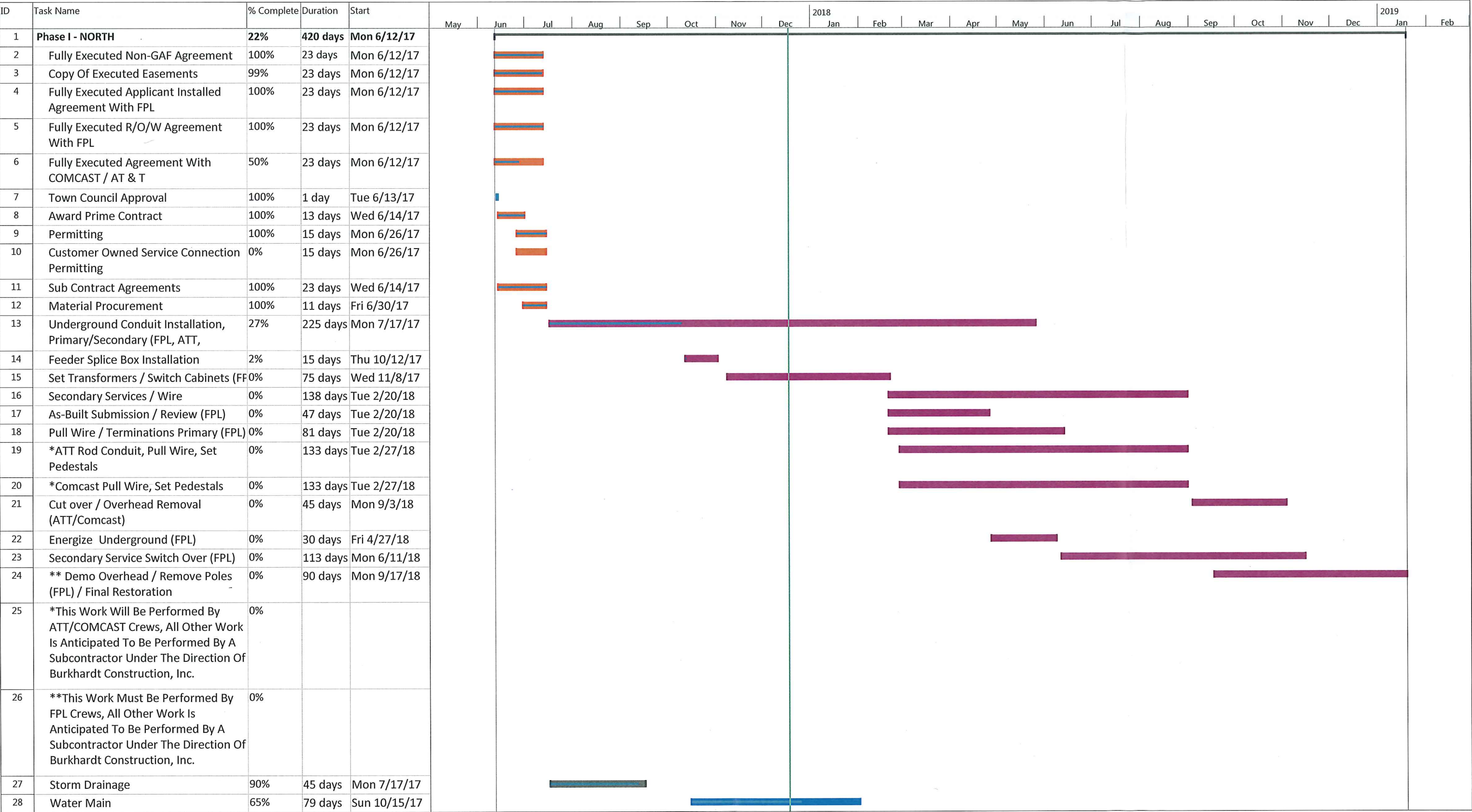
Project Status:

The crew continued with the water main installation along the north side of the north section of East Inlet Drive. Dewatering operations had to be installed the entire length of the pipe trench to facilitate the work. As the work progressed the new service lines were installed to the meter locations but will not be connected until all clearances are obtained.

On the 15th of the month the crew stopped installation of the water main and began trench restoration where the pipe had been previously installed. The trenches were reconstructed to the plan specifications and the asphalt repairs were made. The site was cleaned and the equipment was hauled off site. This work was done prior to the Thanksgiving holiday as requested by the local residents. Once the holiday was over the work continued with the water main installation.

We anticipate the progress of the work will increase next month because the depth of the water main becomes shallower. This project continues to stay within budget.

TOWN-WIDE OVERHEAD UTILITY UNDERGROUNDING
PHASE 1 NORTH
SCHEDULE
RFQ No. 2017-14



DATED 11/30/17
CURRENT PERCENT COMPLETED 22%



SAFETY

Monthly safety inspections are conducted by WT Regional Safety Director. Daily safety inspections conducted by onsite staff.

- ◆ 0 lost time incidents to date
- ◆ 0 recordable incidents to date

CONSTRUCTION

- ◆ S. Ocean Blvd (Watermain Deflection Crew) - Complete
- ◆ S. Ocean Blvd (Electrical Undergrounding Crew) - Current location at Palm Beach Par 3 Golf Course. Undergrounding Crews are continuing to conduct exploratory work, to minimize the potential impact of any unforeseen conditions. Currently installing FPL feeder & primary conduits north of Lake Avenue. Approx. 75% of feeder & primary conduit is completed on S. Ocean Blvd. Approx. 40% of concrete vaults and pads for transformers and switches have been installed.
- ◆ Ibis Isle Undergrounding Crew has completed FPL primary, Comcast, and AT&T conduit installation along Ibis Isle Road East and West. Transformer pads and splice boxes along Ibis Isle Road East and West completed. Currently pulling FPL cable on Ibis Isle Road East & West. Conduit installation along Ibis Way currently on hold pending FDEP permit issuance for the subaqueous crossing. AT&T service conduit to each home from the ROW on Ibis Isle is being added to WT’s scope of work. Final pricing is being completed.

DOCUMENTATION:

RFIs:

- A. 12 RFIs issued to date
- B. 0 Outstanding RFI

SUBMITTALS:

- A. 42+ Individual Submittals Processed
- B. 0 Submittal Package Currently Under Review
- C. 1 Submittal Packages Pending Submission to A/E—Asphalt Submittal re-submission

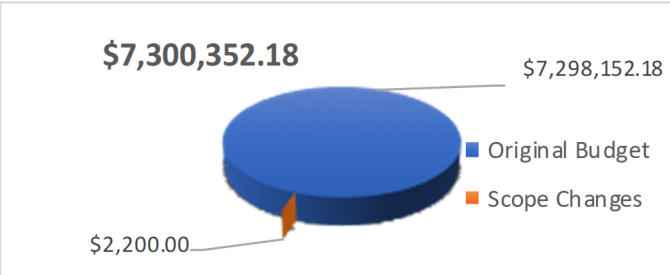
DRAWINGS:

- A. Post GMP Drawing Revision #2 received October 5th from KHA
- B. Post GMP Drawing Revision #3 received October 12th from KHA
- C. Post GMP Drawing Revision #4 received October 23rd from KHA
- D. Post GMP Drawing Revision #5 received November 28th from KHA

RELEVANT POTENTIAL CHANGES:

- A. FPL Line Drawing Changes to Ibis Isle Scope of Work
- B. Reduction in S. Ocean Boulevard Street Lighting Scope of Work
- C. Additional AT&T Fiber Conduits at Ibis Isle per the Town’s request

FINANCIALS—BUDGET VS. COSTS



Current GMP Amount	—	\$7,300,352.18
Approved Owner Initiated Scope Changes	—	\$2,200.00
Gross Billings to Date (\$)	—	\$2,146,151.76
Gross Billings to Date (%)	—	29%
Schedule % Completed	—	27%



SCHEDULE SUMMARY

S. Ocean Undergrounding -Sta 11+10 to Sta 243+66									
1507	ATT Vault (Installed by W-T's Sub)	15	15	06DEC17	27DEC17				ATT Vault (Installed by W-T's Sub)
1521	WM Deflections	60	20	29AUG17 A	28DEC17				WM Deflections
1509	WT's Sub provide As-Builts for ATT/Comcast	5	4	01NOV17 A	03JAN18				WT's Sub provide As-Builts for ATT/Comcast
1543	FPL Feeder & Primary Conduits Installation	75	30	04SEP17 A	12JAN18				FPL Feeder & Primary Conduits Installation
1514	ATT/Comcast review as-built/inspect/procure wire	20	20	04JAN18	31JAN18				ATT/Comcast review as-built/inspect/procure wire
1545	Service Sweep Condu /Set Equip Pads/Splice Boxes	75	46	27SEP17 A	06FEB18				Service Sweep Condu /Set Equip Pads/Splice Boxes
1547	WT's Sub provides As-Builts for FPL/TPB/K-H	5	5	07FEB18	13FEB18				WT's Sub provides As-Builts for FPL/TPB/K-H
1525	Comcast Pull Wire/Set Pedestals/Terminations	20	20	01FEB18	28FEB18				Comcast Pull Wire/Set Pedestals/Terminations
1527	ATT Pull Wire/Set Pedestals/Terminations	20	20	01FEB18	28FEB18				ATT Pull Wire/Set Pedestals/Terminations
Ibis Isle									
3030	Service Sweep Condu /Set Equip Pads/Splice Boxes	45	5	19SEP17 A	11DEC17				Service Sweep Condu /Set Equip Pads/Splice Boxes
IMP 3011	Additional ATT Fiber Conduit CO Approval	10	8	10NOV17 A	14DEC17				Additional ATT Fiber Conduit CO Approval
3045	Set Equip/PME/Terminations	30	5	06NOV17 A	18DEC17				Set Equip/PME/Terminations
3047	Transformer Installation	30	5	13NOV17 A	18DEC17				Transformer Installation
3066	WT's Sub provides as-builts for FPL/TPB/KH	5	5	12DEC17	18DEC17				WT's Sub provides as-builts for FPL/TPB/KH
IMP 3012	Additional ATT Fiber Conduit Installation	10	10	15DEC17	29DEC17				Additional ATT Fiber Conduit Installation
3049	Pull Primary & Service Wire	30	10	27NOV17 A	03JAN18				Pull Primary & Service Wire
3035	ATT/Comcast Reviews as-builts/inspect/procure	20	20	08DEC17	08JAN18				ATT/Comcast Reviews as-builts/inspect/procure

SCHEDULE NOTES / IMPACTS:

- Street Lighting installations currently delayed due to Town’s Directive to hold until FPL LT I Tariff is approved. Delay is not expected to impact the overall project completion date. Whiting-Turner currently finalizing revised credit price to owner.
- Additional AT&T Fiber Conduit at Ibis Isle requested by the Town. Currently being priced by Whiting-Turner. This will delay AT&T from beginning their scope of work (pulling wire etc). Delay is not expected to impact the overall project completion date.
- FDEP Permit at Ibis Isle Subaqueous Crossing preventing Undergrounding Subcontractor from completing Ibis Isle Conduit Installation.

Underground Utility Project Budget
Project Financial Summary
December 31, 2017

	Budget	Actual	% Expended
Phase 1			
Phase 1 Design	\$ 1,310,829	\$ 1,300,349	99.2%
Phase 1 Utility Costs	\$ 48,608	\$ 48,608	100.0%
Phase 1 Construction	\$ 8,536,041	\$ 2,542,565	29.8%
Phase 1 Construction Utility Costs	\$ 1,850,970	\$ 1,236,770	66.8%
Phase 1 Construction Engineering	\$ 568,532	\$ 135,691	23.9%
Phase 1 Easements	\$ -	\$ 296,363	n/a
Total Phase 1	\$ 12,314,980	\$ 5,560,345	45.2%
Phase 2			
Phase 2 Design	\$ 979,659	\$ 241,312	24.6%
Other			
Other Project Costs	\$ 880,414	\$ 1,236,218	140.4%
Total To Date	\$ 14,175,053	\$ 5,801,658	40.9%
Total Project Budget	\$ 98,600,000		
% Budgeted/Encumbered To Date	14.38%		
% Spent to Date	5.88%		

Underground Utility Project Budget
Phase 1 Project Costs
December 31, 2017

	Budget	Actual	% Expended
Project Engineering			
Task 2.1 - Detailed Design North End	472,063	472,063	100.0%
Task 2.2 - Detailed Design South End	619,411	619,411	100.0%
Task 2.3 - Permitting Assistance	17,790	16,011	90.0%
Task 2.4 - Bid Phase Assistance	42,166	42,166	100.0%
Task 2.5 - Meetings - Design Phase	125,399	125,383	100.0%
Legal Sketch and Description - Easements	34,000	25,315	74.5%
Subtotal Design Phase	\$ 1,310,829	\$ 1,300,349	99.2%
Utility Costs (FPL)			
FPL Engineering for Binding Cost Estimate	\$ 38,608		
North End Design		10,595	
South End Design		28,013	
Total FPL Engineering Costs for Design	\$ 38,608	\$ 38,608	100.0%
Utility Costs (AT&T and Comcast)			
AT&T North End Design		5,000	
AT&T South End Design		5,000	
Total Utility Costs (AT&T and Comcast)	\$ 10,000	\$ 10,000	100.0%
Construction Costs			
Phase 1 North Construction			
Preconstruction	\$ 19,720	19,720	100.0%
Burkhardt Construction	\$ 3,798,144	703,627	18.5%
Utility Costs (FPL, Comcast, AT&T)	\$ 476,776	96,884	20.3%
Construction Engineering (KH)	\$ 253,532	56,408	22.2%
	\$ 4,548,172	\$ 876,639	19.3%
Phase 1 South Construction			
Preconstruction	\$ 22,200	22,200	100.0%
Whiting Turner Construction	\$ 4,695,977	1,797,018	38.3%
Utility Costs (FPL, Comcast, AT&T)	\$ 1,374,193	1,139,886	82.9%
Construction Engineering (KH)	\$ 315,000	79,283	25.2%
	\$ 6,407,370	\$ 3,038,387	47.4%
Legal Costs/Easement Acquisition - Jones Foster	\$ -	\$ 296,363	0.0%
Total Phase 1 Costs	\$ 12,314,980	\$ 5,560,345	45.2%

Underground Utility Project Budget
Phase 2 Project Costs
December 31, 2017

	Budget	Actual	% Expended
Phase 2 Design			
Kimley Horn			
Task 1.1 Phase 2 North Design	\$ 281,304	\$ 112,522	40.0%
Task 1.2 Phase 2 South Design	\$ 335,353	\$ 117,374	35.0%
Task 1.3 Permitting Assistance North	\$ 5,779	\$ -	0.0%
Task 1.3 Permitting Assistance South	\$ 6,895	\$ -	0.0%
Task 1.4 Bid Phase Assistance North	\$ 18,498	\$ -	0.0%
Task 1.4 Bid Phase Assistance South	\$ 22,067	\$ -	0.0%
Task 1.5 Easement Assistance North	\$ 64,936	\$ 3,194	4.9%
Task 1.5 Easement Assistance South	\$ 77,466	\$ -	0.0%
Task 1.6 Meetings North	\$ 62,297	\$ 7,143	11.5%
Task 1.6 Meetings South	\$ 74,320	\$ -	0.0%
Task 1.7 Legal Sketch North	\$ 14,020	\$ 1,080	7.7%
Task 1.7 Legal Sketch South	\$ 16,725	\$ -	0.0%
Total Phase 2 Design	\$ 979,659	\$ 241,312	24.6%

Underground Utility Project Budget
Other Project Costs
December 31, 2017

Master Plan	Budget	Actual	% Expended
Task 1.1 - Data Collection & GIS Base Mapping	\$ 88,021	\$ 88,021	100.0%
Tash 1.1a Data Collection for Future Communications	\$ 23,511	\$ 23,511	100.0%
Task 1.2 - Conceptual Design and Master Plan	\$ 161,756	\$ 161,756	100.0%
Task 1.3 - Project Sequencing and Phasing	\$ 31,244	\$ 31,244	100.0%
Task 1.4 - Assessment of Traffic Impacts	\$ 77,660	\$ 77,660	100.0%
Task 1.5 - Project Delivery Methods	\$ 17,448	\$ 17,448	100.0%
Task 1.6 - Master Plan Document	\$ 45,053	\$ 42,800	95.0%
Task 1.7 - Meetings Master Planning Phase	\$ 113,135	\$ 113,123	100.0%
Task 1.8 - Master Plan Second Half	\$ 40,067	\$ 38,064	95.0%
Subtotal Master Planning	\$ 597,895	\$ 593,627	99.3%
Community Outreach	\$ 282,519	\$ 197,551	69.9%
Daniella Construction - Nightingale/LaPuerta - Townwide portion	Future Phase Budget	\$ 243,470	
FPL Future Phases	Future Phase Budget	\$ 75,215	
FPL Nightingale/LaPuerta - Townwide Portion	Future Phase Budget	\$ 74,900	
Comcast Preplanning	Future Phase Budget	\$ 12,015	
Comcast Nightingale/LaPuerta - Townwide Portion	Future Phase Budget	\$ 8,885	
AT&T Nightingale/LaPuerta Townwide Portion	Future Phase Budget	\$ 30,555	
Total Other Project Costs	\$ 880,414	\$ 1,236,218	140.4%

Related Costs Outside of the Underground Project Budget

Underground City of Lake Worth Section	Budget	Actual	% Expended
Project Design	\$ 25,231	\$ 24,430	96.8%
Project Construction	\$ 351,081	\$ 167,881	47.8%
Project Construction Engineering	\$ 11,607	\$ 4,112	35.4%
Utility Cost (FPL, Comcast, AT&T)	\$ 134,333	\$ 127,531	94.9%
Project Meeting Attendance	\$ 3,334	\$ 720	21.6%
Total Lake Worth Section	\$ 525,586	\$ 324,673	61.8%
Goldmacher v TPB Legal and Other Costs		\$ 166,438	
Kosberg v TPB Legal and Other Costs		\$ 110,375	
Commercial Paper Issuance Cost		\$ 76,776	
Ibis Way PGD Improvements	\$ 14,583	\$ 14,583	100.0%
Project Manager -Pay and benefits	\$ 130,000	\$ 59,853	46.0%
Peer Review Study - Patterson & Dewar	\$ 100,000	\$ 75,000	75.0%
Telecommunications Consultant	\$ 89,000	\$ 83,210	93.5%
Peter Brandt (Contract Negotiations)	\$ 35,000	\$ 22,633	64.7%
Total Related Costs Outside of the Budget	\$ 894,169	\$ 933,540	104.4%

U.S. Rate Forecasts

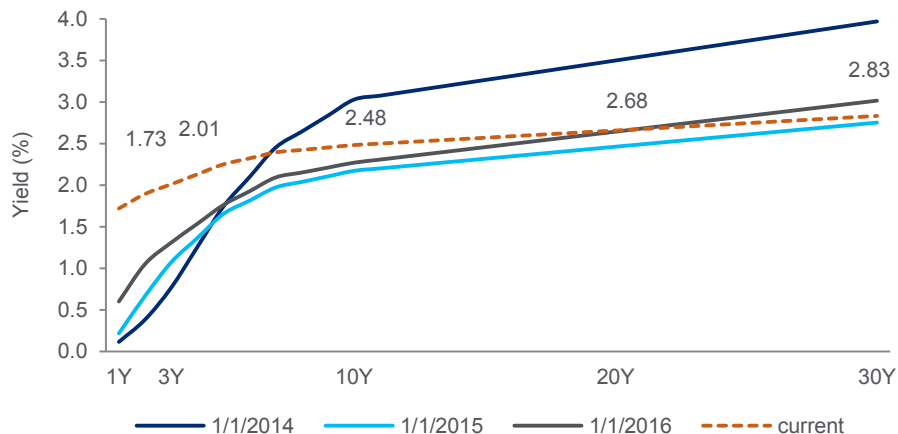
10-Year Treasury Yield Forecast

Citi forecasts a muted interest rate environment as we progress through the second half of 2017, while the street's is elevated



US Treasury Yield Curve

Yields weakened 10 bps on the short-end, 13 bps on the intermediate range and 15 bps on long-end of the curve over the past week



Rate Forecasts

5-Year Treasury	Current	4Q17	1Q18	2Q18	3Q18	4Q18	1Q19
Citi's Forecast	2.26%	1.80%	2.05%	2.10%	2.15%	2.30%	2.45%

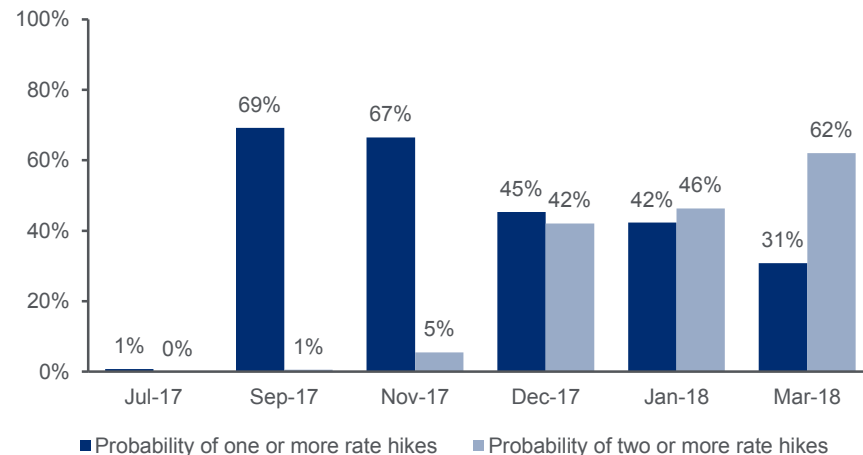
10-Year Treasury	Current	4Q17	1Q18	2Q18	3Q18	4Q18	1Q19
Citi's Forecast	2.48%	2.20%	2.50%	2.50%	2.55%	2.70%	2.80%
Economists' Consensus		2.44%	2.57%	2.75%	2.83%	2.92%	3.03%

30-Year Treasury	Current	4Q17	1Q18	2Q18	3Q18	4Q18	1Q19
Citi's Forecast	2.83%	2.85%	3.00%	3.00%	3.00%	3.00%	3.05%
Economists' Consensus		2.85%	3.02%	3.15%	3.23%	3.30%	3.40%

Fed Funds	Current	4Q17	1Q18	2Q18	3Q18	4Q18	1Q19
Citi's Forecast	1.50%	1.50%	1.75%	2.00%	2.25%	2.25%	2.50%
Economists' Consensus		1.50%	1.75%	1.75%	2.00%	2.25%	2.25%

Expectations of Next Fed Increase in Rates

The Fed currently is expected to hike rates three times in 2018, with the next hike likely to come in March



UNDERGROUNDING OF UTILITIES PROJECT

PHASE 1 SOUTH



JANUARY UPDATE

- **Water main deflections:** The reduced number of water main deflections were all completed in December.
Providing cost savings for undergrounding project.
- **Main line conduit installation:** All underground conduit installed by HDD will be complete by the end of January.
- **Decorative Street Lights:** Conduit installation starts February



UNDERGROUNDING OF UTILITIES PROJECT

PHASE 1 SOUTH



JANUARY UPDATE

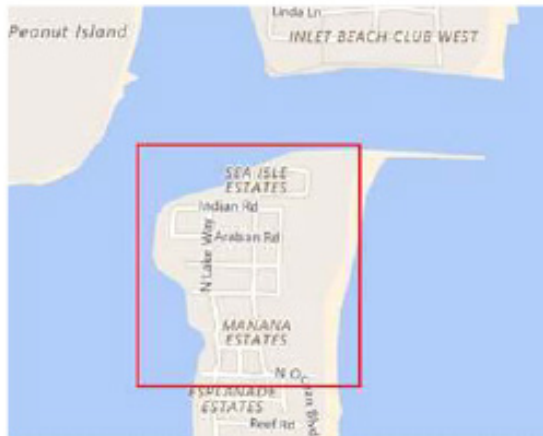
- **Electrical Equipment Bases:** Concrete pads and vaults being installed North of Lake Avenue.
- **Electrical Cabling / Wires:** Installation of electrical wires into conduits starting at South Town limits in January.



UNDERGROUNDING OF UTILITIES PROJECT
PHASE 1 NORTH



Town of Palm Beach Townwide Overhead Utility Undergrounding Phase I – North (Onondaga Avenue to East Inlet Drive)



Project Update



BURKHARDT
CONSTRUCTION, INC.

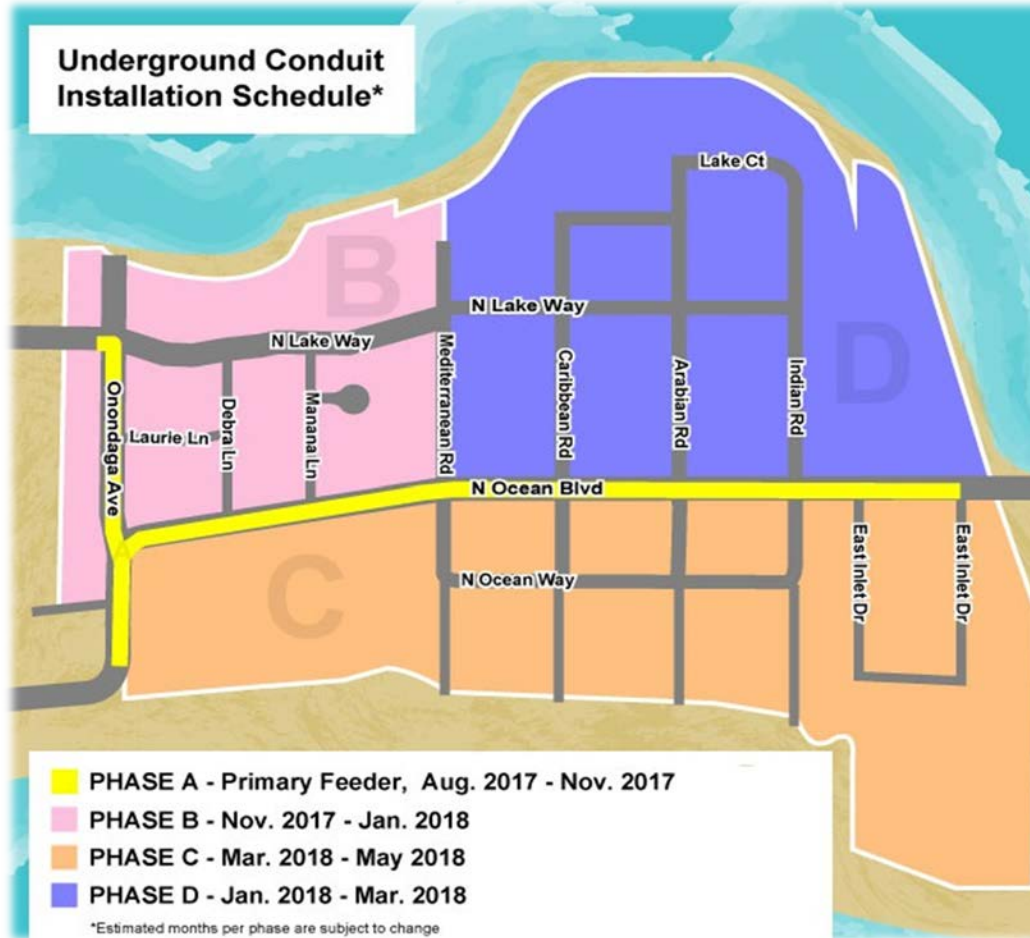
UNDERGROUNDING OF UTILITIES PROJECT PHASE 1 NORTH



**UNDERGROUNDING
TODAY**

For A Better Tomorrow!

Underground Conduit Installation Schedule*



**BURKHARDT
CONSTRUCTION, INC.**

UNDERGROUNDING OF UTILITIES PROJECT PHASE 1 NORTH



- Red lines represent completed conduit installation
- Service lines to the individual properties have been installed on:
 - ✓ Onondaga Ave.
 - ✓ Debra Ln.
 - ✓ Manana Ln.
 - ✓ Mediterranean Rd.
 - ✓ Caribbean Rd.
 - ✓ Arabian Rd.

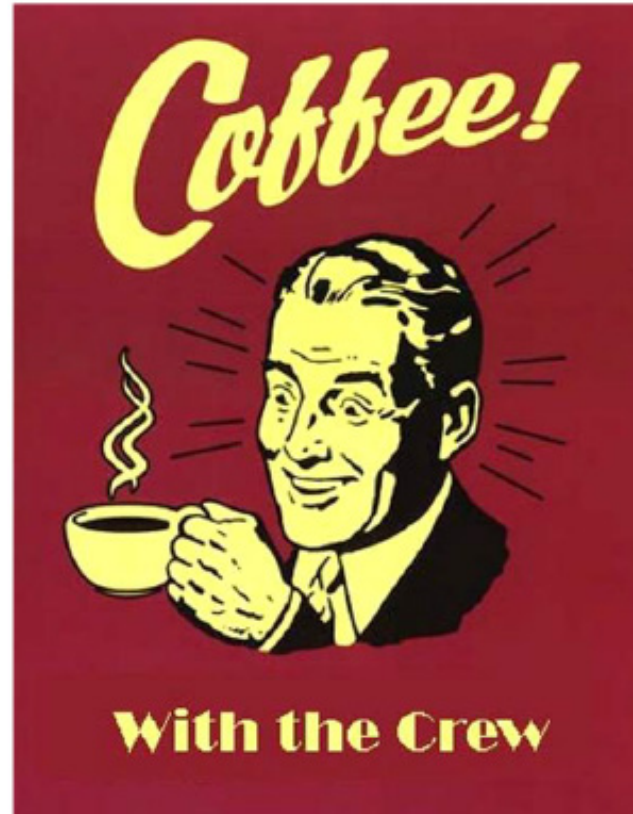


BURKHARDT
CONSTRUCTION, INC.

UNDERGROUNDING OF UTILITIES PROJECT
PHASE 1 NORTH



**JOIN
US**



**BURKHARDT
CONSTRUCTION, INC.**



Master Planning and Phase 1

Progress Update

- On Schedule/Budget
- No issues or exceptions to report





Construction - Phase 1

Easement Acquisition Progress Update

Phase 1 North

Easements Required	38
Owners Contacted	38
Fully Executed Easements Received	38

Phase 1 South

Easements Required	17
Owners Contacted	11 (all)
Fully Executed Easements Received	17

Voluntary Easements

Easements Volunteered	10
Interested Properties	8



Design – Phase 2

Progress Update

- On Schedule/Budget
- No issues or exceptions to report





Saves and Raves

Saves: Easement document processing has been in-sourced

Raves: Phase 1 Easement Acquisition Complete!

TOWN OF PALM BEACH

Information for Town Council Meeting on: December 12, 2017

TO: Mayor and Town Council
CC: Underground Utilities Task Force
VIA: Thomas G. Bradford, Town Manager
FROM: Steven Stern, Underground Utilities Manager
RE: Peer Review Final Document, Staff Comments
DATE: December 8, 2017

STAFF RECOMMENDATION

Town staff recommends that Town Council accept the final Peer Review Document as a final deliverable for the Peer Review Contract.

GENERAL INFORMATION

On page 44 of the Peer Review of Town-Wide Underground Utilities Master Plan in the Closing Remarks, the opening paragraph states: *“We applaud the Town and KHA design team on their efforts to date. The Master Plan developed by KHA is very thorough, and the data and drawings we received were invaluable to our review. Further, we appreciate the cooperation of all stakeholders who participated in our consultations and proffered constructive feedback on the project. Substantial, quality work has been performed to-date to bring this monumental effort to fruition, and our Project Team appreciates the opportunity to be included in an effort to further enhance the stellar work already being performed.”*

Staff believes this statement validates the amount of work that has gone into the Town-Wide Utilities Undergrounding Program over many years which has culminated in the Master Plan and the initiation of the first phase of construction. The Peer Review makes several recommendations that can improve on the progress that has been accomplished to date. The Peer Review team identified four recommendations that they believe have the highest potential to add value to the program. Below staff addresses each of these recommendations.

- **Finding 1.3: Implement a Project Management Plan** – Staff estimates that this effort will take approximately 6 months to complete. The master plan has most of the components of a project management plan which includes a schedule, project phases and sequence, and cost estimate by total project and each phase. Staff, Consultants, and Contractors each have their own software programs and procedures that they are following to track both financial and schedule performance of the project. All of these efforts and Town of Palm Beach policies and procedures could be memorialized into a master PMP document to be used as a reference guide for future progression of the work.

- Finding 1.1 and 3.2: Maintain CMAR delivery method, but execute a continuing contract utilizing the unit pricing approach** – The state of Florida Consultants Competitive Negotiations Act does not allow continuing contracts for projects over \$2 million in construction. Purchasing does not believe there is enough information to award a CMAR for the Town-Wide Undergrounding Project. The most recent RFP that was advertised in November has the option to renew the contract for up to two additional phases. This would take the CMAR through Phase 4 of 8. This may be the best tool we have available under state procurement rules to achieve what is being recommended. The second part of this recommendation is to establish unit pricing now for the entire project. Setting unit prices now could have the opposite affect and drive up the cost of the GMP due to the CMAR needing to take on a greater risk of uncertainty in future costs of labor and materials.
- Finding 2.1: Prepare a deterministic cost estimate** – The \$98.6 million estimate is at a level of detail typically found in a master plan cost estimate. To develop a deterministic cost estimate for the entire program requires detailed design for the entire program. Our first phase estimate was within 2% of the contract award cost. Preparing a deterministic cost estimate for the entire program would require FPL, AT&T, and Comcast to provide a detailed design as well. Staff does not think this level of design could be accomplished by the partnering utilities at this time without creating significant delay in the current program schedule. A more detailed level of design for the entire project would cost significant additional time and money with the anticipated benefit of increasing the level of confidence in the total project cost estimate. Additionally, preparing a design today for work that will commence construction years from now increases the risk of having to perform redesign to keep up with redevelopment by the private construction community. This will also lead to additional time and money needed to perform those redesigns when they are required. Staff currently does provide a deterministic cost estimate with each phase of design as it is completed.
- Finding 4.2: Vet FPL design and negotiate improvement on equipment selection where possible** – FPL participates in the project team’s monthly progress meetings. Staff is negotiating with FPL on location, number, and types of equipment throughout the design of each phase. The primary focus of this recommendation is the optimum use of Vista switchgear versus PME switchgear. The master plan originally included 100% use of Vista switchgear. The team determined in discussions with FPL that the difference in cost between the two switchgears was approximately \$50,000 each. Due to this significant cost difference the master plan was revised and now includes 90% PME switchgear cabinets and 10% Vista switchgear cabinets. The Peer Review document suggests the estimated cost difference between the two switchgear cabinets is \$20,000. We have had conversations with FPL and have not been able get the costs lower aside from the additional credits FPL is pursuing through the Florida PSC. The team does not oppose the use of Vista switchgear, but we cannot validate the \$20,000 difference referenced in the Peer Review

document. Materials for the electrical system are required to be supplied exclusively by FPL. There is no ability for the Town to purchase electrical materials on their own and integrate into FPL's system.

FUNDING/FISCAL IMPACT

Each of these recommendations has a cost associated with the implementation. This cost has not been quantified at this time.

PURCHASING REVIEW

Purchasing has reviewed the Peer Review and has provided assistance in the responses associated with future contracting.

TOWN ATTORNEY REVIEW

No legal review has occurred at this time.

Attachments

cc: Jane Struder, Director of Finance
Paul Brazil, P.E., Director of Public Works
Patricia Strayer, P.E., Town Engineer
Dean Mealy, Purchasing Manager
Kevin Schanen, P.E., Kimley Horn

Report Findings	Town Response	Priority
Finding: 1.1 – Maintain CMAR delivery method, but execute as a continuing contract	The state of Florida Consultants Competitive Negotiations Act does not allow continuing contracts for projects over \$2 million in construction. Purchasing does not believe there is enough information to award a CMAR for the Town-Wide Undergrounding Project. The most recent RFP that was advertised in November has the option to renew the contract for up to two additional phases. This would take the CMAR through Phase 4 of 8. This may be the best tool we have available under state procurement rules to achieve what is being recommended. The second part of this recommendation is to establish unit pricing now for the entire project. Setting unit prices now could have the opposite affect and drive up the cost of the GMP due to the CMAR needing to take on a greater risk of uncertainty in future costs of labor and materials.	2
Finding: 1.3 – Develop a Project Management Plan	Staff estimates that this effort will take up to 6 months to complete. The master plan has most of the components of a project management plan which includes a schedule, project phases and sequence, and cost estimate by total project and each phase. Staff, Consultants, and Contractors each have their own software programs and procedures that they are following to track both financial and schedule performance of the project. All of these efforts and Town of Palm Beach policies and procedures could be memorialized into a master PMP document to be used as a reference guide for future progression of the work.	2
Finding: 2.1 – Prepare deterministic cost estimate for future phases	The \$98.6 million estimate is at a level of detail typically found in a master plan cost estimate. To develop a deterministic cost estimate for the entire program requires detailed design for the entire program. Our first phase estimate was within 2% of the contract award cost. Preparing a deterministic cost estimate for the entire program would require FPL, AT&T, and Comcast to provide a detailed design as well. Staff does not think this level of design could be accomplished by the partnering utilities at this time without creating significant delay in the current program schedule. A more detailed level of design for the entire project would cost significant additional time and money with the anticipated benefit of increasing the level of confidence in the total project cost estimate. Additionally, preparing a design today for work that will commence construction years from now increases the risk of having to perform redesign to keep up with redevelopment by the private construction community. This will also lead to additional time and money needed to perform those redesigns when they are required. Staff currently does provide a deterministic cost estimate with each phase of design as it is completed.	2
Finding: 3.2 – Improve schedule by minimizing number of contracts and utilizing unit pricing	See response to item 1.1	2
Finding 4.2 – Vet FP&L design and negotiate improvement	FPL participates in the project team’s monthly progress meetings. Staff is negotiating with FPL on location, number, and types of equipment throughout the design of each phase. The primary focus of this recommendation is the optimum use of Vista switchgear versus PME switchgear. The master plan originally included 100% use of Vista switchgear. The team determined in discussions with FPL that the difference in cost between the two switchgears was approximately \$50,000 each. Due to this significant cost difference the master plan was revised and now includes 90% PME switchgear cabinets and 10% Vista switchgear cabinets. The Peer Review document suggests the estimated cost difference between the two switchgear cabinets is \$20,000. We have had conversations with FPL and have not been able get the costs lower aside from the additional credits FPL is pursuing through the Florida PSC. The team does not oppose the use of Vista switchgear, but we cannot validate the \$20,000 difference referenced in the Peer Review document. Materials for the electrical system are required to be supplied exclusively by FPL. There is no ability for the Town to purchase electrical materials on their own and integrate into FPL’s system.	2
Finding: 1.6 – Use project management software for program coordination and execution	Presently our consultants and contractors utilize their own software. TOPB will investigate purchasing one tool. This can be a tool that is applied as part of item 1.3.	2
Finding: 4.7 – Request express circuits to mainland substation	We can discuss this with FPL and we agree that it will increase reliability but will also increase project costs.	3

Report Findings	Town Response	Priority
Finding: 2.4 – Improve effectiveness of the Undergrounding Utilities Task Force	These recommendations should be implemented at the discretion of the UUTF.	3
Finding: 3.1 – Modify structure and organization of phases	We agree that the project should be executed with the phases as currently defined.	No Action
Finding: 3.3 – Consider engaging FP&L to perform the electrical installation.	We agree that this finding should not be acted upon.	No Action
Finding: 5.1 – Execute phases simultaneously	We agree that this option should not be implemented.	No Action
Finding: 1.2 – Retain CMAR earlier in the process	We adopted this approach prior to the recommendation and thus Phase 2 was advertised 10/26/17.	Supported
Finding: 1.4 – Carefully monitor the amount of work self performed by CMAR	The Town has mechanisms in place to manage this. First, the CMAR contract limits self-performance of work by the CMAR to 20% of the contract value. The intent of this limit is to allow the CMAR to perform some work activities in order to expedite the schedule. For example, the restoration of any damage due to pole removal is expected to be performed by the CMAR as it is impossible to accurately quantify this and bid it out in a timely manner after pole removal is complete. Second, the Town reviews the work proposed by the CMAR and the associated cost, along with the Engineer of Record, prior to the CMAR being approved to proceed. Additionally, the quality of the work is reviewed in the field by the Town and the Engineer of Record prior to approval of any payment to the CMAR.	Supported
Finding: 1.5 – Monitor the competitiveness of the CMAR-conducted subcontractor bidding process	CMAR is required to follow TOPB purchasing procedures and the Town monitors this process.	Supported
Finding: 1.7 – Maximize benefits from CMAR delivery method	The Town is working closely with Purchasing to ensure benefits are maximized.	Supported
Finding: 2.2 – Maximize savings from tax-exempt status through Town’s Direct Purchase Program	Direct purchases for tax-savings will be used when the savings are significant enough to justify the additional risk and the staff effort to support the process.	Supported
Finding: 2.3 – Minimize the number of exceptions to ensure integrity of GMP	The exceptions have been and will continue to be negotiated with the CMAR during the GMP development process.	Supported
Finding: 4.1 – Validate design with appropriate electrical codes and standards	Designs have been and will continue to be validated with applicable codes and standards.	Supported
Finding: 4.3 – Monitor constraints to design completion and implementation	FPL staff conducts a survey during the design of each phase that consists of visiting each service entrance, removing the meter cover, and documenting the conductors. For Phase 1, FPL reported that they saw no non-conforming service entrances.	Supported
Finding: 4.4 – Optimize the number of geotechnical tests	We are making a limited number of geotechnical test borings to canvas an area to provide soils information to contractors bidding on the project. Bore locations are chosen based on USGS Soil Maps that were overlaid on the Town during the master planning phase of the program. Any specific recommendations to further optimize this process will be considered.	Supported

Report Findings	Town Response	Priority
Finding: 4.5 – Optimize the number of subsurface utility locates.	We have hired private utility locators for the detailed design of each Phase area. This significantly increases locates the accuracy of utilities shown on the plans. However, in underground construction, there will continue to be unknown facility encounters as potholing needs to be limited to that which is cost effective. There is no doubt that the amount of potholing that has been done has reduced the number of utility strikes that could have occurred if no potholing was performed. However, we do not believe that increasing the number of potholes would have a dramatic impact on reducing strikes of unknown facilities. Any specific recommendations to further optimize this process will be considered. Ground Penetrating Radar techniques were employed early in the project to test effectiveness of this locating technique. Due to the high groundwater table in Palm Beach, the technology was found to be ineffective and its use was abandoned in favor of potholing.	Supported
Finding 4.6 – Expand other infrastructure improvements	This is being done and the master plan describes the infrastructure improvements that are planned to occur XXXrent to undergrounding. There needs to be a balance with this work however, in order to prevent schedule expansion and minimize community impacts. With Horizontal Directional Drilling being employed for much of Phase I, a large expansion of watermain and drainage work would increase community impacts because of the need for installation by open cut. Funding constraints also exist that prevent the full-scale replacement of all infrastructure under the roadways.	Supported
Finding: 5.2 – Incentivize less disruptive construction methods	We will explore the use of incentives/disincentive payments. However, for Phase 1 we were able to achieve the lowest cost bid with all Horizontal Directional Boring construction methods.	Supported
Finding: 5.3 – Use FDOT Green Book Standards	The Florida Greenbook along with Transportation Design for Livable Communities (TDLC) requirements (Chapter 21 of the FDOT Plans Preparation Manual), was used in the design of Phase 1 and will continue to be used throughout the duration of the project.	Supported

Priority Key:
1- High
2- Medium
3- Low
No Action - No Action Required
Supported- Finding is currently supported in whole or in part.

Undergrounding Cost Saving Initiatives

No.	Objective/Goal	Action Items	Target	Priority	% Complete	Person Responsible	Date Assigned	Target Completion Date	Savings	Investment Required	Status	Remark
1	Reduce Legal Expense	1) Consultant, Outsource Option 2) TMO, Insource Option 3) Jones Foster, No change	Reduce expense	High	50%	SS	8/1/2017	2/1/18	Phase 2 - \$-	Yes	9/19: Process flow mapped. 8/30: Requested ToPB procurement to issue RFP for outside consultant option. 12/15: RFP responses received. 1/10: Selection Committee Meeting	Option 1: consultant. Option 2: staff time, e-recording software, recording fees.
2	Avoid Water Main Deflection @ Property		Reduce expense	Med	100%	WT	4Q 2017	4Q 2017	\$-	No	Complete	
3	Avoid Water Main Deflection @ Property		Reduce expense	Med	100%	WT	4Q 2017	4Q 2017	\$-	No	Complete	
4	Avoid Water Main Deflection @ Property		Reduce expense	Med	100%	WT	4Q 2017	4Q 2017	\$-	No	Complete	
5	Avoid Water Main Deflection @ Property		Reduce expense	Med	100%	WT	4Q 2017	4Q 2017	\$-	No	Complete	
6	Avoid Water Main Deflection @ Property		Reduce expense	Med	100%	WT	4Q 2017	4Q 2017	\$-	No	Complete	
7	Avoid Water Main Deflection @ 2800 S Ocean Blvd	Pending, Sign by Owner	Reduce expense	Med	50%	WT	4Q 2017	1Q 2018	\$-	No	In progress	
8	Implement Peer Review - recommendation 1											
9	Implement Peer Review - recommendation 2											
10	Implement Peer Review - recommendation 3											