

RESOLUTION 20-64

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING TASK ORDER 2018-04 TO THE PROFESSIONAL SERVICES AGREEMENT FOR BAY PARKWAY ENGINEERING SERVICES WITH GORTEMOLLER ENGINEERING, INC., FOR POST DESIGN SERVICES FOR BAY PARKWAY PHASE II IN AN AMOUNT NOT TO EXCEED \$85,734.50; AUTHORIZING EXECUTION AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.

BE IT RESOLVED that the appropriate officers of the City are authorized to deliver and execute on behalf of the City that certain Task Order #2018-04 to the Master Services Agreement related to Professional Engineering Design, Surveying, Permitting and Construction Administration Services for Bay Parkway Segment 2 between the City and Gortemoller Engineering, Inc., dated May 15, 2018, relating to post design services for the construction of Bay Parkway Phase II, in the basic amount not to exceed Eight Five Thousand, Seven Hundred Thirty Four Dollars and Fifty Cents (\$85,734.50), in substantially the form attached and presented to the Council today, with such changes, insertions or omissions as may be approved by the City Manager, whose execution shall be conclusive evidence of such approval.

THIS RESOLUTION shall be effective immediately upon passage.

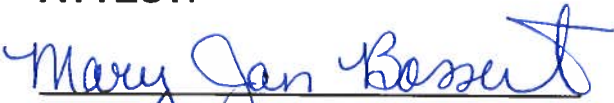
PASSED in regular session this 27th day of February 2020.

CITY OF PANAMA CITY BEACH

By: _____


Mike Thomas, Mayor

ATTEST:


Mary Jan Bossert, City Clerk



CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:

Public Works / Kelly Jenkins

2. MEETING DATE:

02/27/2020

3. REQUESTED MOTION/ACTION:

Approve the Professional Services Agreement and Task Order 2018-04 Post Design Services for Bay Parkway Phase II project w/ Gortemoller Engineering, Inc., in the amount not to exceed of \$85,734.50.

4. AGENDA

PRESENTATION
PUBLIC HEARING
CONSENT
REGULAR

5. IS THIS ITEM BUDGETED (IF APPLICABLE)? Yes No N/A
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED Yes No N/A

6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)

Staff requested and has received a proposed Task Order 2018-04 (see attached) from Gortemoller Engineering Inc. (GE) to perform post design services for Bay Parkway Phase 2.

These services include: additional high quality wetland impact permitting, shop drawing review, construction assistance, final stormwater certification, utility coordination, and close-out through FDOT, the City of Panama City Beach and Bay County.

Staff recommends approval of this proposal for a total project cost in the amount not to exceed \$85,734.50. This project was budgeted this year and the expenditure will be funded through the half cent surtax.

COMBINED TASK ORDER AND
NOTICE TO PROCEED

TASK ORDER NO. 2018-04

DATE
2/27/2020

Reference is made to that certain AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND GORTEMOLLER ENGINEERING, INC. RELATING TO BAY PARKWAY ENGINEERING SERVICES dated May 15th, 2018, (the "Agreement"), the terms, conditions and definitions of which are incorporated herein as if set forth in full. Neither party is in breach of the Agreement.

Pursuant to the Agreement, Engineer agrees to perform the specific tasks set forth upon incorporated Attachment A, Scope of Services, relating to Bay Parkway Phase II.

Engineer's total compensation shall be (check one):

a stipulated sum of \$ _____; or
 a stipulated sum of \$ _____ plus one or more specified allowances listed below which may be authorized in writing by the City Manager or his designee,
Allowance of \$ _____ for _____, and
Allowance of \$ _____ for _____; or

a fee determined on a time-involved basis with a maximum cost of \$ 85,734.50;

as set forth upon incorporated Attachment B, Fee Breakdown, and shall be paid in monthly installments as specified in the Agreement.

Work shall begin on March 15, 2020, and shall be completed within 425 calendar days. The date of completion of all work is therefore May 15, 2021. Liquidated delay damages, if any, are set at the rate of \$ 0.00 per day. There are no additional rights and obligations related to this Task Order other than as specified in the Agreement.

Upon execution of this task order by both Engineer and City, Engineer is directed to proceed.

IN WITNESS WHEREOF the parties have caused these presents to be executed in their names on the date shown.

Witness:

GORTEMOLLER ENGINEERING, INC.

By: _____ Date: _____
Its:

ATTEST:

CITY OF PANAMA CITY BEACH, FLA.

By: _____ Date: _____
City Manager

City Clerk



January 7, 2020

Ms. Kathy Younce, E.I.
Engineer
City of Panama City Beach
110 S. Arnold Road
Panama City Beach, Florida 32413

**RE: Bay Parkway Phase 2
Task Work Order #4
Post Design Services
Proposed Scope and Fee**

Dear Kathy,

Please see the attached Scopes of Services and Fee Proposal for TWO 4 Post Design Services that include Shop Drawing Reviews, Construction Assistance, and stormwater certification. Due to the stipulations within the FDEP EMA 2 and ACOE RGP SAJ-86 permitting rules, the project was only allowed up to 100' impact width through high quality wetlands. The project was permitted in accordance to these stipulations that did not allow for the full Right of Way to be impacted. We have provided time for additional design and permitting necessary in order to permit the remaining high quality wetland impacts within the Right of Way.

Thank you for the opportunity to present this Task Work Order. We look forward to continuing our work on this very important project. Please do not hesitate to call if you have any questions.

Sincerely,
Gortemoller Engineering, Inc.

A handwritten signature in cursive script that reads 'Blake Furbee'.

Blake Furbee, P.E.
Project Engineer

708 Thomas Drive
Panama City Beach, Florida 32408
(850) 249-2425 - www.GortEng.com



ATTACHMENT A

**City of Panama City Beach
Bay Parkway Phase 2 Roadway Project
TWO #4
Post Design Services
Scope of Services**

This Task Work Order for Post-Design Services has been prepared to permit the remaining wetland impacts for the project after the FDEP EMA 2 and USACE RGP SAJ-86 rules are amended to allow 160' width of high-quality wetland impacts as opposed to the current restriction of 100' width. This addendum also includes services relating to the project construction, excluding CEI services, for a construction duration of 365 days. Additional Fees may occur in the event of the construction duration exceeding this duration. Stormwater Certification for the project will be limited to the stormwater facilities and storm drain systems. Please find the below Task Summary detailing the specific tasks for this addendum.

Task 1 - Additional High Quality Wetland Impact Permitting

- a) GE shall coordinate with Icarus to prepare necessary exhibits and calculations for permitting remaining wetland impacts after amendments to the FDEP ERP and USACE RGP permit rules are made in March 2020.
- b) Icarus will participate in pre-submittal planning, provide information to the design team(s), Client and their representatives, create the pre-application materials, and coordinate the official and required interagency pre-application meeting.
- c) GE shall prepare permit support documents for Icarus submittal.
- d) Icarus will create and package the IPA submittal documentation, application, forms, figures, and exhibits and submit to FDEP under the EMA. Icarus will coordinate with SHPO, FWCC and other commenting agencies as needed. Icarus will respond to up to two (2) requests for additional information (RAI) from the interagency team.
- e) GE shall address any comments pertaining to support documents received from Agencies.
- f) Icarus will meet with the landowner, their representatives, the City, and Prime as required up to eight (8) times.
- g) GE shall meet with involved parties as necessary (assumed 3 meetings)

Task 2 - Shop Drawing Review

- a) GE shall review shop drawings provided by contractor for conformance with the constructions plans and specifications and provide coordination on any documents provided that do not meet the construction plans & specifications for contractors to address.



**City of Panama City Beach
Bay Parkway Phase 2 Roadway Project
TWO #4
Post Design Services
Scope of Services**

Task 3 – Construction Assistance

- a) GE shall attend the preconstruction meetings.
- b) GE shall attend the regularly scheduled meetings throughout the construction phase as deemed necessary by the City. (Assumed 6-Meetings)
- c) GE shall address RFI's and change orders from contractor throughout the construction process. Site visits are assumed to be on a bi-weekly basis.

Task 4 – Final Stormwater Certification

- a) GE shall review provided As-Built, provided by a Florida Licensed Professional Land Surveyor for conformance with the construction plans and specifications.
- b) GE shall perform a field review to verify any questions or concerns arising from review of the As-Built survey.
- c) GE shall prepare a punch list of items to be addressed prior to certifications of the project based on the field and As-Built.
- d) GE shall perform a field review and if necessary, review of an updated As-Built to confirm punch list items are addressed.
- e) Upon satisfactory completion of the punch list items, GE shall prepare necessary documents for the certification of the stormwater facility and submit to FDEP.



ATTACHMENT B

**City of Panama City Beach
Bay Parkway Phase 2 Roadway Project
TWO #4
Post Design Services
Fee Summary**

FEE SUMMARY

	GE	Icarus	Dewberry	Total
Task 1 - Additional High Quality Wetland Impact Permitting	\$15,590.00	\$23,324.50		\$38,914.50
Task 2 - Shop Drawings Review	\$5,540.00		\$1,800.00	\$7,340.00
Task 3 - Construction Assistance	\$27,340.00			\$27,340.00
Task 4 - Final Stormwater Certification	\$16,640.00			\$12,140.00
Limiting Amount	\$67,030.00¹	\$23,324.50	\$1,800.00¹	\$85,734.50

1. Limiting Amount based on actual time spent billed per Schedule of Hourly Rates. Not to exceed without Prior authorization from CLIENT.

ATTACHMENT C

Gortemoller Engineering, Inc.		FEE COMPUTATION										Cost For Activity
Task No.	REQUIRED TASK	Principle	Engineer	Engineer Intern	Senior Inspector	Dewberry Structure Engineer	Icarus Task Fee	Total Hours	Total Hours		Cost For Activity	
		Hours	Hours	Hours	Hours	Hours	LS	Hours	Hours	Hours		
Bay Parkway Phase 2		\$185.00	\$105.00	\$95.00	\$95.00	\$150.00						
Post Design Hours												
1	Additional High Quality Wetland Impact Permitting											
a)	GE shall coordinate with Icarus on Pre-App	2	8	6				16			\$1,760.00	
b)	Icarus pre-submittal planning, create and coordinate the pre-app meeting						\$ 7,862.00	1			\$7,862.00	
c)	GE shall prepare permit support documents for Icarus	4	16	50				70			\$7,170.00	
d)	Icarus will create, prepare & submit documents to FDEP. Address Comments.	4	8	20			\$12,537.50	1			\$12,537.50	
e)	GE shall address any comments received from the Agency	4	8					32			\$3,480.00	
f)	Icarus will meet with the landowner, their representatives, the City, and Prime (up to 8						\$ 2,925.00	1			\$2,925.00	
g)	GE will meet with involved parties (assumed 3	8	16	0				24			\$3,160.00	
								Subtotal			\$38,914.50	
2	Shop Drawing Review											
a)	Shop Drawings Review & Coordination	4	24		24	12		64			\$7,340.00	
								Subtotal			\$7,340.00	
3	Construction Assistance											
a)	Pre-Construction Meeting	4	8	4				16			\$1,960.00	
b)	Regularly Scheduled Meetings (assumed 6 meetings)	8	24	16				48			\$5,520.00	
c)	RFI's and Bi-Weekly Site Visits	8	52	32	104			196			\$19,860.00	
								Subtotal			\$27,340.00	
4	Final Stormwater Certification											
a)	Review As-Builts for adherence to Plans and Specifications	4	8		24			36			\$3,860.00	
b)	Site Visit after As-Built Review	4	8		16			28			\$3,100.00	
c)	Prepare Punch Items List	2	4		16			22			\$2,310.00	
d)	Site Visit for Punch List Completion	4	4		8			16			\$1,920.00	
e)	Prepare SW Certification	4	2					6			\$950.00	
								Subtotal			\$12,140.00	
TOTAL MANHOURS		60	182	128	192	12		574				
TOTAL SALARY COSTS		\$11,100.00	\$19,110.00	\$12,160.00	\$18,240.00	\$1,800.00					\$85,734.50	
		Gortemoller Engineering Total Lump Sum Amount										
		\$85,734.50										