

**RESOLUTION 21-143**

**A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA APPROVING A TASK ORDER WITH DEWBERRY ENGINEERS, INC. FOR PROFESSIONAL STORMWATER ENGINEERING DESIGN FOR THE GARDENIA STREET DRAINAGE PIPE PROJECT IN THE AMOUNT OF \$14,480.**

**BE IT RESOLVED** that the appropriate officers of the City are authorized to execute and deliver on behalf of the City that certain Task Order 2021-02 to the Master Services Agreement for Stormwater Design between the City and Dewberry Engineers, Inc., dated December 29, 2013, for Design Engineering Services related to the Gardenia Street Drainage Project, in the lump sum amount of Fourteen Thousand, Four Hundred Eighty Dollars (\$14,480.00) 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 22<sup>nd</sup> day of April, 2021.

**CITY OF PANAMA CITY BEACH**

By:   
Mark Sheldon, Mayor

**ATTEST:**

  
Lynne Fasone, City Clerk

**ATTACHMENT A****COLONY CLUB DRAINAGE SWALE  
TASK ORDER**

This task order is for the purpose of Dewberry Engineers Inc. as the ENGINEER to provide professional services for the **Gardenia Street Drainage Pipe** project to the **City of Panama City Beach (City)** acting by and through its Council. Reference is made to that certain MASTER SERVICES AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND DEWBERRY ENGINEERS INC. RELATING TO PROFESSIONAL STORMWATER ENGINEERING SERVICES dated April 8, 2014, (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.

**DESCRIPTION OF ENGINEER'S SERVICES****A. SURVEYING SERVICES**

Dewberry shall perform all office and field work required for the purpose of performing a Topographic Survey of the Gardenia Street and Agave Street intersection and the Gardenia Street right of way for approximately 400 linear feet of north of the intersection. Said survey to include the following:

1. Specific purpose survey to identify the horizontal location of the right of way, as described in the public records of Bay County, Florida, referenced to the Florida State Plane Coordinate System, North Zone, North American
2. Survey shall be referenced to the Florida State Plane Coordinate System, North Zone, North American Datum (NAD) 1983/2011, U.S. Survey Feet, per National Geodetic Survey control points.
3. Survey shall be referenced to North American Vertical Datum of 1988 (NAVD 88), per National Geodetic Survey benchmarks and/or control points.
4. Minimum of two (2) site benchmarks.
5. Contours at 1-foot intervals, together with spot elevations.
6. Horizontal and vertical location of all aboveground visible improvements and/or structures within and adjacent to the right of way.
7. Deliverables include:
  - a. Signed/Sealed Survey Map and Report by a Florida-Licensed Surveyor & Mapper.
  - b. Digital copies of the survey (Adobe® PDF and AutoCAD® files).

**B. ENGINEERING SERVICES**

Dewberry will prepare engineered Construction Plans for a roadside grading, placement of stormwater inlets, and storm sewer pipe to connect to the existing storm sewer system approximately 400 linear feet of north of the Gardenia Street and Agave Street intersection. It is anticipated the plan set will include at a minimum the following sheets:

1. Prepare a site demolition plan.
2. Prepare a site grading and drainage plan to include, but not limited to, site grading, inlets, and conveyance pipe, if necessary.
3. Prepare site specific details based on the current Panama City Beach standards.

**PROFESSIONAL SERVICES FEES SUMMARY**

Task A: Surveying Services	\$ 2,500.00
Task B: Engineering Services	\$ 11,980.00
<b>TOTAL PROPOSED FEE</b>	<b>\$ 14,480.00</b>

Services not included in this proposal are as follows:

- Property owner notifications (presence of surveyors, demolition of property)
- Boundary Survey
- Engineering Calculations
- Stormwater Design
- Florida Department of Environmental Protection (FDEP) ERP permitting
- Permit application fees to governing agencies.
- Construction Phase Services.
- Geotechnical Engineering Services.
- Wetlands or Environmental Services.
- Environmental Assessments.

We sincerely appreciate you giving Dewberry the opportunity to be of service to you. If you have any questions or need additional information, please contact us at (850) 571-1182 or you may e-mail me at [mhurst@dewberry.com](mailto:mhurst@dewberry.com).

**DEWBERRY**  
203 Aberdeen Parkway  
Panama City, Florida 32405



By: \_\_\_\_\_

Name and Title: J. Morgan Hurst, Senior Project Manager

Date: 6 April 2021

**CITY OF PANAMA CITY BEACH**  
110 South Arnold Road  
Panama City Beach, FL 32413



By: \_\_\_\_\_

Name and Title: Mr. Drew Whitman City Manager

Date: April 26, 2021

COMBINED TASK ORDER AND  
NOTICE TO PROCEED

TASK ORDER NO. 2021-02

DATE  
4/22/2021

Reference is made to that certain AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND DEWBERRY ENGINEERING, INC., RELATING TO STORMWATER DESIGN FOR PROFESSIONAL ENGINEERING SERVICES dated \_\_\_\_\_, 20\_\_\_\_, (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 Gardenia Street Drainage Pipe

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

- a stipulated sum of \$ 14,480.00; 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 \$ \_\_\_\_\_;

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 \_\_\_\_\_, 2021, and shall be completed within \_\_\_\_\_ calendar days. The date of completion of all work is therefore \_\_\_\_\_, 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:  
\_\_\_\_\_

DEWBERRY ENGINEERING, INC.  
By: \_\_\_\_\_ Date: \_\_\_\_\_  
Its: \_\_\_\_\_

ATTEST:  
Syrene Favone  
City Clerk

CITY OF PANAMA CITY BEACH, FLA.  
By: [Signature] Date: 4-26-21  
City Manager



Dewberry Engineers Inc  
203 Aberdeen Parkway  
Panama City, FL 32405

850 522 0644  
850 522 1011 fax  
www.dewberry.com

6 April 2021

Via Email at [Kathy.Younce@pcbfl.gov](mailto:Kathy.Younce@pcbfl.gov)

Kathryn Younce, E.I., CFM  
City of Panama City Beach  
110 South Arnold Road  
Panama City Beach, Florida 32413

**RE: City of Panama City Beach – Gardenia Street Drainage Pipe  
Professional Services Fee Proposal**

Dear Ms. Younce:

Dewberry Engineers Inc. (Dewberry) is pleased to provide the enclosed Task Order to the City of Panama City Beach for professional services for the **Gardenia Street Drainage Pipe** project. The project will consist of surveying and engineering services to design a stormwater drainage system to address flooding at the Gardenia Street and Agave Street intersection in Panama City Beach. The improvements will consist of roadside grading, placement of stormwater inlets, and storm sewer pipe to connect to the existing storm sewer system approximately 400 linear feet of north of the Gardenia Street and Agave Street intersection.

Dewberry has prepared the enclosed Task Order (**Attachment A**) which details our scope of services and associated fees. Dewberry proposes to provide the services described in the attached Task Order for a lump sum fee of **\$14,480**.

If this task order is acceptable to the City, please execute and return to our Panama City office. If you have any questions, please give me a call at 850.571-1182.

We look forward to working with you on this important project and thank you for the opportunity to be of service to the City of Panama City Beach.

Sincerely,  
DEWBERRY

J. Morgan Hurst, P.E.  
Senior Project Manager

CW/sp

cc: Mr. Jonathan Sklarski, P.E. Branch Manager, Dewberry (via [jsklarski@dewberry.com](mailto:jsklarski@dewberry.com))  
Mrs. Missy Ramsey, CPA, Controller, Dewberry (via [mramsey@dewberry.com](mailto:mramsey@dewberry.com))

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