

RESOLUTION 21-186

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING, AND TASK ORDER 2021-04 TO THE MASTER SERVICES AGREEMENT WITH DEWBERRY ENGINEERS, INC., FOR CRA SEGMENT 4.1 INTERSECTION OF POWELL ADAMS ROAD – LIMITED CONSTRUCTION ADMINISTRATION SERVICES IN AN AMOUNT NOT TO EXCEED \$59,910.

BE IT RESOLVED by the City Council of the City of Panama City Beach that the appropriate officers of the City are authorized to deliver and execute on behalf of the City that certain Task Order 2021-04 to the Master Services Agreement related to Professional Engineering Design, Survey, Permitting and Construction Administration Services for Front Beach Road Community Redevelopment Plan Project dated June 28, 2018 between the City and Dewberry Engineers, Inc., relating to CRA Segment 4.1 Intersection of Powell Adams Road – Limited Construction Administration Services, in an amount not to exceed Fifty Nine Thousand, Nine Hundred Ten Dollars (\$59,910), 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 and whose execution shall be conclusive evidence of such approval.

THIS RESOLUTION shall be effective immediately upon passage.

PASSED in regular session this 8th day of July, 2021.

CITY OF PANAMA CITY BEACH

By: 
Mark Sheldon, Mayor

ATTEST:


Lynne Fasone, City Clerk

COMBINED TASK ORDER AND
NOTICE TO PROCEED

TASK ORDER NO. 2021-04

DATE
7/08/21

Reference is made to that certain MASTER SERVICE AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND DEWBERRY ENGINEERS, INC. RELATING TO PROFESSIONAL ENGINEERING DESIGN, SURVEY, PERMITTING AND CONSTRUCTION ADMINISTRATION SERVICES FOR FRONT BEACH ROAD COMMUNITY REDEVELOPMENT PLAN PROJECT dated June 28, 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 CRA Segment 4.1 Intersection of Powell Adams Road - Limited Construction Administrative Services

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 \$ \$59,910

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 September 9, 2021, and shall be completed within 300 calendar days. The date of completion of all work is therefore May 28, 2022. 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 ENGINEERS, INC.

By: _____ Date: _____
Its: _____

CITY OF PANAMA CITY BEACH, FLA.

ATTEST:

Lynne Fasore
City Clerk

By: [Signature] Date: 7-9-21
City Manager

**CITY OF PANAMA CITY BEACH
MASTER SERVICES AGREEMENT**
Professional Engineering Design, Survey, Permitting and Construction Administration
Services for Front Beach Road Community Redevelopment Plan Project

TASK ORDER 2021-04

This Task Order is for the purpose of Dewberry Engineers Inc. as the Engineer to provide professional services for the **Community Redevelopment Plan Project (Segment 4.1 Front Beach Road from Lullwater Drive to Hills Road)** to the City of Panama City Beach (City) acting by and through its Council. This scope of services is to post design and construction administration services specific to the Powell Adams intersection portion of the project.

SCOPE OF SERVICES AND FEE SCHEDULE

1.0 BIDDING/BID REVIEW - \$10,520

The scope of work for this phase of the project will include the following basic services:

1. Prepare contract documents necessary for bidding the project.
2. Participate in and conduct pre-bid meeting.
3. Address questions in the bid documents and their resolution including providing revised design sketches to eliminate the conflict.
4. Evaluate the bid offers from contractors and provide recommendation to the City staff.

2.0 MEETINGS - \$20,280

The scope of work for this phase of the project will include the following basic services:

1. Participate in and conduct a pre-construction conference with the construction contractor prior to the beginning of construction operations.
2. Participate in pre-construction public meeting conducted by contractor prior to the beginning of construction operations.
3. Participate in weekly construction progress meetings conducted by selected CEI firm for the first and last 2 months of the construction time.
4. Participate in weekly construction progress meetings conducted by selected CEI firm after the first month and up to the last two months of the construction time. (assumed 9-months)

3.0 POST DESIGN LIMITED CONSTRUCTION ADMINISTRATION SERVICES- \$29,110

The scope of work for this phase of the project will include the following basic services:

1. Respond to contractor questions and requests for information during construction.
2. Limited review of contractor's proposed change orders and provide recommendations to the City.
3. Prepare FDEP release for clearance request forms, if applicable.
4. Limited Construction administration services to include shop drawings review and approval. Upon completion of the shop drawing review, the Dewberry shall forward the shop drawing package to the City's Review Office and/or selected CEI firm.
5. Limited utility coordinator services (1 hour/week) for substantial compliance with the utility coordination plans and specifications and utility service conversion.

FEE ESTIMATE

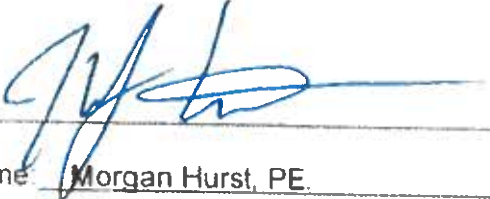
Professional Services Fees


\$59,910.00

IN WITNESS WHEREOF, the parties hereto have caused this Task Order to be executed by their undersigned officials as duly authorized.

Dewberry Engineers, Inc.
FLORIDA
203 Aberdeen Parkway
Panama City, Florida 32405

CITY OF PANAMA CITY BEACH,
110 S. Arnold Road
Panama City Beach, Florida 32413

By: 
Name: Morgan Hurst, PE.
Title: Senior Project Manager
Witnessed: Sandra Lewis
Date: 4/10/21

By: 
Name: Drew Whitman
Title: City Manager
Witnessed: Lynne Fosone
Date: July 8, 2021

ATTACHMENT A

Dewberry Engineers Inc.		FEE COMPUTATION										Cost For Activity
Task No.	Hourly Rate	Senior Project Engineer	Project Engineer	Engineer	Senior Inspector (Day)	Senior Inspector (Night)	CADD Technician	Total Hours				
		Hours	Hours	Hours	Hours	Hours	Hours		Hours	Hours	Hours	
CRA Segment 4.1 Powel Adams Rd Intersection												
Post Design Hours												
1 Bidding/Bid Review												
a)	Responding to RAI's/Bidding Process	32	4					36				\$6,640.00
b)	Review Bids	16	6					22				\$3,880.00
								Subtotal				\$10,520.00
2 Meetings												
a)	Pre Bid Meeting	6	2					8				\$1,420.00
a)	Pre-Construction Meeting	6	3					9				\$1,560.00
c)	Public Information Meeting (PreConstruction)	6	4					10				\$1,700.00
d)	Weekly Progress Meetings (1st & Last 2 Mnths)	24	12					36				\$6,240.00
e)	Bi-weekly Scheduled Meetings (assumed 9 Mnths)	36	18					54				\$9,360.00
								Subtotal				\$20,280.00
3 POST DESIGN LIMITED CONSTRUCTION ADMINISTRATION SERVICES												
a)	Signal Redesign - Hyatt	3	8					19				\$2,490.00
a)	RFI's	10	40				12	78				\$10,240.00
b)	Shop Drawing Review	4	4					32				\$3,720.00
c)	Pay Apps Assistance							0				\$0.00
d)	Project Closeout/Punch List/Acceptance	8	12					36				\$4,800.00
f)	Utility Coordinator	8		52			12	72				\$7,860.00
								Subtotal				\$29,110.00
TOTAL MANHOURS		111	103	116	0	0	24	354				
TOTAL COSTS		\$21,090.00	\$14,420.00	\$11,600.00	\$0.00	\$0.00	\$2,280.00					\$59,910.00