

RESOLUTION NO. 23-93

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING A TASK ORDER WITH INFRASTRUCTURE SOLUTION SERVICES, INC. RELATING TO A RE-RATING STUDY FOR WASTEWATER TREATMENT FACILITY NUMBER 1, IN AN AMOUNT NOT TO EXCEED \$59,990.

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 #013 to its Master Services Agreement with Infrastructure Solution Services, Inc., for Professional Engineering Services for Wastewater Treatment Facilities, Reclaimed Water Storage and Pumping Facilities, Receiving Wetland Facilities, Regional Wastewater Pumping Stations (>300,000 GPD ADF), Wastewater and Reclaimed Water Transmission Mains over 12" in diameter, dated December 28, 2021, relating to a Re-Rating Study for Wastewater Treatment Facility Number 1, in an amount not to exceed Fifty-Nine Thousand, Nine Hundred Ninety Dollars (\$59,990), in substantially the form **attached** as Exhibit A and presented to the Council today, with such changes, insertions or omissions as may be approved by the City Manager.

THIS RESOLUTION shall be effective immediately upon passage.

PASSED in regular session this 12th day of January, 2023.

CITY OF PANAMA CITY BEACH

By: _____


Mark Sheldon, Mayor

ATTEST:



Lynne Fasone, City Clerk

ISS TASK ORDER PCB-013 CITY OF PANAMA CITY BEACH, FLORIDA PCB WWTF #1 RERATE CAPACITY EVALUATION PROJECT

Section I. BACKGROUND

The City of Panama City Beach (PCB) has seen significant population and tourism growth in the existing wastewater service area. The City in their pursuit of providing their wastewater rate payers with the best wastewater treatment facility (WWTF) solution is evaluating the possibility of re-rating WWTF #1 to meet near-term capacity. This Task Order will complete an evaluation of the existing capacity of PCB WWTF#1, looking at the population and flow to be to this facility for 5-year planning period to ensure recommended improvements take into consideration the future site needs. This capacity evaluation work will include the potential capacity that this facility can be rerated to with different unit process improvements. The work will include a list of WWTF #1 improvements that may be required. ISS Team Members were involved in the engineering of the latest couple of PCB WWTF #1 expansion projects and bring a knowledgeable and cost-effective approach to this evaluation. The City of PCB has requested that the ISS Team prepare this Task Order to complete this rerate-capacity evaluation work, including a letter report for the WWTF #1 System and related cost information.

Section II. SCOPE OF SERVICES, Development of capacity requirements, Evaluation of WWTF Unit Processes/Rerate

TASK 1 - DEVELOPMENT OF CAPACITY REQUIREMENTS

- a) Prepare request, compile and review available plans, WWTF information, & most recent WWTF #1 CAR data from the City related to all unit processes.
- b) Update population and flow capacity information for the 5-year CAR period. Prepare summary table.
- c) Prepare a technical memorandum summarizing the population and flow capacity information for the PCB WWTF #1 System.
- d) Project Management & Administration.

TASK 2 - EVALUATION OF WRF UNIT PROCESSES/RERATE

- a) Field visit and meeting with PCB Utilities Mgmt & Operations Staff to discuss operating success/issues and the compiled information.
- b) Complete a PCB WWTF #1 unit process by unit process and hydraulics evaluation to determine the existing capacity for rerate of WWTF #1 Overall.
- c) Based on unit process by unit process and hydraulics evaluation determine what type of improvements will be needed at each unit process to meet the future flowrate needs in time for the 5-year period.
- d) Prepare a draft letter report with list summarizing the capacity expansion needs for the WWTF #1 System and cost information.
- e) Review the capacity expansion and cost information with the City of Panama City Beach Team.
- f) Incorporating City comments prepare final letter report with list summarizing the capacity expansion needs for the WWTF #1 System and cost information.
- g) Project Management & Administration.

Section III. SUBCONSULTANTS

The ISS Team does not anticipate the use of subconsultants for this project.

Section IV. CITY RESPONSIBILITY

The City of PCB will provide all available design related information on the existing WWTF #1. The City will review and comment on the draft deliverables developed in this project. The City will attend key meetings with ISS to discuss capacity and operational considerations. This effort excludes any of the FDEP required permitting tasks that the City/ISS Team would need to complete as part of the official rerating of WWTF #1.

Section V. DELIVERABLES

The ISS Team will provide the following deliverables to the City of PCB:

#	<i>Deliverables</i>
1	One (1) Electronic copy technical memorandum summarizing the population and flow capacity
2	One (1) Electronic copy of the draft letter report with cost estimates summarizing the capacity expansion needs for the City WWTF #1 System
3	One (1) Electronic copy of the final letter report with cost estimates summarizing the capacity expansion needs for the City WWTF #1 System

Section VI. SCHEDULE

This ISS project schedule was developed based on similar rerate and capacity evaluation projects at similar facilities. ISS will make every effort to expedite this project schedule to assist the City in their decision processes. The scheduled calendar days start from receipt of the City provided information and NTP to the ISS Team. See schedule as Attachment B.

Section VII. METHOD OF COMPENSATION

The City of Panama City Beach shall compensate the ISS Team for this WWTF #1 Rerate and Capacity Evaluation Project scope of work at the lump sum fee amount of Fifty-Nine Thousand Nine Hundred Dollars and Zero Cents (\$59,900). The fee cost breakdown for this City Rerate Project is below. At the direction of the City, ISS may be requested to provide additional services. These additional services would be requested and approved by the City of PCB. ISS will invoice the City based on the percentage of work completed to date on this project.

<i>TASK #</i>	<i>TASK NAME</i>	<i>COST</i>
1	Development of Capacity Requirements	\$11,000
2	Evaluation of WRF Unit Processes/Rerate	\$47,900
	SUBTOTAL COST	\$58,900
	EXPENSES	\$1,000
	TOTAL COST	\$59,900



Section VIII. ACCEPTANCE

If the above scope and fees meet your approval, please indicate by your signature in the space provided below and return one (1) signed copy which will constitute an "Agreement and Notice to Proceed" for the accomplishment of this work.

INFRASTRUCTURE SOLUTION SERVICES

Brian Stahl

Brian Stahl, P.E.
Managing Member

12/29/2022

Date

CITY OF PANAMA CITY BEACH

Drew Whitman

Name *Drew Whitman*
Title *City Manager*

1-24-23

Date



TASK ORDER

TASK ORDER NO. 013

DATE _____, 2023

Reference is made to that certain PROFESSIONAL SERVICES AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND INFRASTRUCTURE SOLUTION SERVICES, INC., RELATING TO PROFESSIONAL ENGINEERING SERVICES FOR WASTEWATER TREATMENT FACILITIES, RECLAIMED WATER STORAGE AND PUMPING FACILITIES, RECEIVING WETLAND FACILITIES, REGIONAL WASTEWATER PUMPING STATIONS (>300,000 GPD ADF), WASTEWATER AND RECLAIMED WATER TRANSMISSION MAINS OVER 12" IN DIAMETER, dated December 28, 2021, (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 professional services set forth upon incorporated Attachment A, Scope of Services.

Engineer's compensation shall be paid in monthly installments as specified in the Agreement. Engineer's total compensation for the services to be provided under this Task Order shall be determined as follows:

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

a stipulated sum of \$ 59,900; or

_____ a fee determined on a time-involved basis with a maximum cost of \$ _____;

as set forth upon incorporated Attachment B, Fee Breakdown.

Work shall begin on _____, 202____, and shall be substantially completed by _____, 202____. 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:

INFRASTRUCTURE SOLUTION SERVICES, INC.

By: _____
Its: _____
Date: _____

CITY OF PANAMA CITY BEACH, FL

By:  _____
Drew Whitman, City Manager

Date: 1-24-23

ATTEST:


Lynne Fasone, City Clerk