

RESOLUTION NO. 23-139

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING A TASK ORDER WITH MOTT MACDONALD FLORIDA, LLC, RELATED TO ENGINEERING SERVICES FOR THE LAGUNA BEACH AREA "C" SEPTIC TO SEWER PROJECT, IN THE AMOUNT OF \$424,285.

BE IT RESOLVED that the appropriate officers of the City are authorized to accept and deliver on behalf of the City that certain Task Order to its Master Services Agreement for Minor Potable Water, Wastewater and Reclaimed Water Engineering Projects for Distribution, Collection and Pumping between the City and Mott MacDonald Florida, LLC, relating to the provision of engineering services the Laguna Beach Area "C" Septic to Sewer Project, in the amount of Four Hundred Twenty-Four Thousand, Two Hundred Eighty-Five Dollars (\$424,285), 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 9th day of March, 2023.

CITY OF PANAMA CITY BEACH

By: 
Mark Sheldon, Mayor

ATTEST:


Lynne Fasone, City Clerk

TASK ORDER _____

City of Panama City Beach

Laguna Beach Sewer Expansion

MM Project No. 502101305-001

DATED: 03/02/2023

Section I. BACKGROUND

This Work Order is issued between **PANAMA CITY BEACH** (Owner) and **MOTT MacDONALD FLORIDA, LLC** (Engineer), pursuant to the Master Service Agreement Relating to Professional Engineering Services for Minor Potable Water, Wastewater and Reclaimed Water Engineering Projects for Distribution, Collection and Pumping Not Included in PCB22-02 RFQ-3 and RFQ-4” between the parties dated December 28th, 2021 and subject to all the terms and conditions thereof.

Section II. SCOPE OF SERVICES

The ENGINEER is hereby requested by OWNER to Provide the following services (the “Work”):

Gravity Sewer Collection System

The Scope of Work consists of survey, design, permitting, bidding assistance, and construction administration for the design of gravity sewer collection system improvements and repaving the asphaltic road surface in Laguna Beach for a residential area. The Project will consist of the following tasks:

- A. Kickoff Meeting and Project Coordination
Mott MacDonald will review all available data and meet with the City to discuss the project parameters and any additional issues within the project area for purpose of refining the scope of the gravity collection system. Throughout the project life, Mott MacDonald will meet with the City as needed to update progress and obtain any additional information.
- B. Survey
Mott MacDonald will survey the entire project route of approximately 13,200 LF. The survey will include right of way, topographic information, above and below ground improvements and utility locations. An 811 Design Service Ticket will be used to locate all utilities. If more detailed utility survey is required, a Subsurface Utility Engineering (SUE) firm will need to be contracted but is not included in the current scope.
- C. Design (30% and 90% Milestones)
Laguna Beach Sewer Expansion includes approximately 13,000 LF of roadway repaving, 13,000 LF of Sewer installation, 370 lateral connections, and approximately 47 precast structures from “Area C” of the City provided project map. It is assumed that the City and MM will agree to a minimum invert elevation at the ROW line. Mott MacDonald will prepare progress (30% and 90%) plans and specifications for City review and comments. Plans and Specifications for this work will include all items to create a complete and functioning system while following City standards.
- D. Permitting
Included in this scope are the preparation and submission of the FDEP permit for sewer system improvements, Bay County permit (if required), and FDOT utility permit. The stormwater NPDES permit shall be obtained by the Contractor based on the stormwater pollution prevention plan

sheets included in the plan set prepared by Mott MacDonald. All permitting fees are to be paid by the City.

E. Bidding

Along with a Bid Set Plans and Specifications package, Mott MacDonald will assist the City with the bid process by preparing any addenda, answering any Planholder questions, and aiding the City with the Pre-Bid Meeting. Mott MacDonald understands that the City will distribute all Bid Documents. After the Bid opening, Mott MacDonald will review the bids, prepare a certified bid tabulation and issue a recommendation for award.

F. Exclusions

Mott MacDonald will be utilizing the existing topographic features and road profiles to detail project restoration. It is not the intent of the project to redefine, quantify, or otherwise alter the stormwater conveyance and drainage characteristics of the area.

Mott MacDonald has not included wetland delineation and mitigation in the scope of this project. Based on our understanding, along with a wind shield survey, work on the project will be limited to previously disturbed and improved areas. Likewise archeological surveys and investigations have been excluded from the scope of this project.

Mott MacDonald has not included easement procurement nor public outreach on connecting to the new sewer system. Due to the inability to determine homeowner lateral elevations for every parcel MM and the City will establish a minimum lateral invert at the ROW line. It is anticipated that this will establish a suitable grade for the majority of the connections however it is understood that this may not provide 100% gravity availability and some homeowner may require a private lift station. It is beyond the scope of this project to provide design services for any private lift stations should they be required.

New Municipal Pump Station

The Scope of Work consists of survey, design, permitting, bidding assistance, and construction administration for the design of an approximately 300 gpm municipal level duplex pump station for a residential area. The Project will consist of the following tasks:

A. Kickoff Meeting and Project Coordination

Mott MacDonald will review all available data and meet with the City to discuss the project parameters and any additional issues within the project area for purpose of refining the scope of the pumping system. The City will define the pump station operating points at the connection point to the City's forcemain network. Throughout the project life, Mott MacDonald will meet with the City as needed to update progress and obtain any additional information.

B. Survey

Mott MacDonald will survey the parcel purchased by the City for the pump station. It is assumed that the City has defined the property boundaries and performed a title declaration as a function of the acquisition. An 811 Design Service Ticket will be used to locate all utilities. If more detailed utility survey is required, a Subsurface Utility Engineering (SUE) firm will need to be contracted but is not included in the current scope.

C. Design (30% and 90% Milestones)

Laguna Beach Sewer Expansion includes approximately 370 lateral connections from "Area C" of the City provided project map and Mott MacDonald will provide calculations for City review detailing the demand, wetwell storage, and forcemain conveyance for the new duplex station. Mott MacDonald will review City standards, FDEP and "Recommended Standards for Wastewater Facilities" (10 States Standards) requirements in order to provide a pump station design in accordance with the current regulations. Mott MacDonald will prepare progress (30% and 90%)

plans and specifications for City review and comments. Plans and Specifications for this work will include all items to create a complete and functioning system while following City standards.

D. Electrical and SCADA design

The Electrical components for the pumping station will be designed in accordance with the National Electric Code (NEC), "Recommended Standards for Wastewater Facilities" (10-State Standards), Florida Department of Environmental Protection (FDEP) Standards, and the City of Panama City Beach Standards. Mott MacDonald assumes primary power is available nearby for use by the station.

E. Permitting

Included in this scope are the preparation and submission of the FDEP permit for sewer system improvements, Bay County permit (if required), and FDOT utility permit. The stormwater NPDES permit shall be obtained by the Contractor based on the stormwater pollution prevention plan sheets included in the plan set prepared by Mott MacDonald. All permitting fees are to be paid by the City.

F. Bidding

Along with a Bid Set Plans and Specifications package, Mott MacDonald will assist the City with the bid process by preparing any addenda, answering any Planholder questions, and aiding the City with the Pre-Bid Meeting. Mott MacDonald understands that the City will distribute all Bid Documents. After the Bid opening, Mott MacDonald will review the bids, prepare a certified bid tabulation and issue a recommendation for award.

G. Exclusions

Mott MacDonald will be utilizing the existing topographic features and road profiles to detail project restoration. It is not the intent of the project to redefine, quantify, or otherwise alter the stormwater conveyance and drainage characteristics of the area. Due to the limited size of the pumping station it is not anticipated that parcel improvements will require significant stormwater management.

Mott MacDonald has not included hydraulic analysis of the City's pressurized sewer system. The City will detail design points for Mott MacDonald to utilize for pump station design. Mott MacDonald has also not included power or radio studies for the pump station in this scope.

Mott MacDonald has not included any landscape architecture in this scope.

Mott MacDonald has not included wetland delineation and mitigation in the scope of this project. Based on our understanding, along with a wind shield survey, work on the project will be limited to previously disturbed and improved areas. Likewise archeological surveys and investigations have been excluded from the scope of this project.

Construction Administration

- A. Check shop drawings and manufacturers' drawings to ensure conformance with the design concept, specifications, and drawings.
- B. Consult with and advise the Owner and its Contractor during construction.
- C. Observe the work during site inspections without in any way guaranteeing the Contractor's work and interpret the plans and specifications. The Engineer shall observe the work of the Contractor during construction and shall advise the Authority of any work which is not in substantial compliance with the contract documents and act as Owner's agent and timely stop any work which is not in compliance with the contract documents. The Engineer or Engineer's representative will make approximately 2 visits per month. The Engineer shall maintain site visit

- reports (periodic) on construction activities and shall make copies available to the Owner upon request.
- D. The Engineer shall supply the Owner with a monthly construction update summary and conduct a monthly construction meeting.
 - E. Review and approve monthly and final estimates for payment to Contractors.
 - F. Compliance with Davis-Bacon Requirements (if required).
 - G. Facilitate and complete final inspection in coordination with the City.

Section III. SUB-CONSULTANTS

Section IV. DELIVERABLES

The Engineers deliverables will include:

- 1. Survey of the existing topographic features and existing identified underground utilities.
- 2. 30% design plans (PDF and 2 hard Copies) for the Gravity Sewer Collection System and New Municipal Pump Station for City review and approval.
- 3. 90% design plans (PDF and 2 hard Copies) and specification for City's review and approval.
- 4. Bid Set plans and specifications (PDF and 2 hard Copies).
- 5. Prepare and submit FDEP, FDOT permit application.
- 6. Certified Bid Tabulation and Recommendation of Award.

Section V. CITY'S RESPONSIBILITY

Topographic and Boundary Surveys to be supplied by the City.

The City will be responsible for submitting the Mott MacDonald provided project advertisement and paying all associated fees. The City will also provide the location for the pre-bid meeting and bid opening, as well as collecting the bids prior to opening.

Section VI. SCHEDULE

It is anticipated that the project design and construction will be completed within 730 days of receiving notice to proceed.

Section VII. METHOD OF COMPENSATION

The ENGINEER's compensation shall be on a fixed fee basis in accordance with all terms and conditions.

Total Fee \$424,285.00

**Laguna Beach Septic to Sewer
Cost Breakdown**

Data Collection	\$ 139,233.00
Design	\$ 186,415.00
Bid Support	\$ 9,045.00
ESDC	\$ 89,592.00
Total	\$424,285.00

AUTHORIZATION

The undersigned Authorized Representative represents that funds have been duly appropriated and committed for this Work Order and that the Work has been duly authorized by the CLIENT. A copy of the CLIENT's authorizing Resolution is annexed hereto.

ACCEPTED:

MOTT MACDONALD FLORIDA, LLC

CITY OF PANAMA CITY BEACH

By _____
Billy R. Perry – Senior Vice President

By _____
Authorized Representative

Dated: _____

printed name & title

Dated: _____