

RESOLUTION 21-119

A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA APPROVING A TASK ORDER WITH DEWBERRY ENGINEERS, INC. FOR PROVISION OF STATE ROAD 30A UTILITY RELOCATION ENGINEERING SERVICES IN THE AMOUNT OF \$42,770.

BE IT RESOLVED that the appropriate officers of the City are authorized to accept and execute on behalf of the City that certain Task Order 2021-02 to the Master Services Agreement for Utility Engineering Services between the City and Dewberry Engineers, Inc., for utility relocation engineering services for State Road 30A from the Walton County Line to Heather Drive, in the amount of Forty-Two Thousand, Seven Hundred Seventy Dollars (\$42,770.00) 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 25th day of March, 2021.

CITY OF PANAMA CITY BEACH

By: 
Mark Sheldon, Mayor

ATTEST:


Lynne Fasone, City Clerk



Dewberry Engineers Inc
203 Aberdeen Parkway
Panama City, FL 32405

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

March 5, 2021

Via Email at mark.shaeffer@pcb.gov

Attn: Mark E. Shaeffer, P.E.
Utilities Director
City of Panama City Beach
110 South Arnold Road
Panama City Beach, Florida 32413

RE: S.R. 30A (U.S. 98) from Walton Co. to Heather Drive Utilities Relocation

Dear Mr. Shaeffer:

Dewberry Engineers Inc (Dewberry) is pleased to submit this task order for providing the engineering services required in conjunction with the relocation of segments of existing 12-inch force main, 16-inch water main and 20-inch non-potable water lines that will be impacted by the proposed FDOT S.R. 30A resurfacing and drainage improvements from Walton Co. to Heather Drive. As we understand, the City has identified a total of seven (7) utility conflicts with proposed FDOT improvements and are as follow:

1. Conflict No. 175, relocation of approximately 380 feet of 12-inch force main from STA 261+20, 63' RT to STA 265+00, 63' RT that will be impacted by proposed FDOT drainage improvements. Line stops with a bypass feature will be used in the design to allow for that segment of 12-inch force main to be relocated while the line is kept in operation.
2. Conflict No. 261, relocation of approximately 900 feet of 12-inch force main from STA 314+00, 62' RT to STA 323+50, 62' RT that will result in less than 36 inches of minimum recommended pipe cover from proposed FDOT improvements. The segment of pipe will be relocated deeper to maintain 36-inch minimum pipe cover. Line stops with a bypass feature will be used in the design to allow for continue operation of the existing force main.
3. Conflict No. 320, relocation of approximately 950 feet of 12-inch force main from STA 341+00, 65' RT to STA 350+50, 65' RT that will result in less than 36 inches of minimum recommended pipe cover from FDOT improvements. The segment of pipe will be relocated deeper to maintain 36-inch minimum pipe cover. Line stops will be used on both ends to allow for continue operation of the existing force main.
4. Conflict No. 418(b), relocation of approximately 200 feet of 16-inch water main from STA 387+00, 68' RT to STA 389+00, 68' RT that will result in less than 36 inches of minimum recommended pipe cover from FDOT improvements. The segment of pipe will be relocated deeper to maintain 42-inch minimum pipe cover per PCB standard. Line stops will be used on both ends to allow for continue operation of the existing water main.
5. Conflict No. 481, relocation of approximately 250 feet of 12-inch force main from STA 408+00, 70' RT to STA 410+50, 70' RT that will result in less than 36 inches of minimum recommended pipe cover from FDOT improvements. The segment of pipe will be relocated deeper to maintain 36-inch minimum pipe cover. Line stops will be used on both ends to allow for continue operation of the existing force main.
6. Conflict No. 511, relocation of approximately 225 feet of 20-inch Reclaim (non-potable water) main from STA 424+00, 65' LT to STA 426+25, 65' LT that will result in less than 42 inches of minimum recommended pipe cover from FDOT improvements. The segment of pipe will be relocated deeper to maintaining 42-inch minimum pipe cover. For this conflict we will locate existing isolation valves on either side of the relocated segment to evaluate the possibility of closing valves to allow for temporary interruption of service while line is reconnected or use Line stops on both ends to allow for continue operation of the existing reclaim water main.
7. Conflict No. 481, relocation of approximately 225 feet of 12-inch force main from STA 424+00, 65' LT to STA 426+25, 65' LT that will result in less than 36 inches of minimum recommended pipe cover from FDOT improvements. The segment of pipe will be relocated deeper to maintain 36-inch minimum pipe cover. Line stops will be used on both ends to allow for continue operation of the existing force main.

Mr. Mark E. Shaeffer
S R 30A (U.S. 98) from Walton Co. to Heather Drive Utilities Relocation
March 5, 2021

It is also our understanding that no additional topographic survey will be performed on this project as it is the City's desire to design the proposed improvements utilizing FDOT drawings as the base platform for the improvements. Rather than using PDF drawings we recommend the City that Dwg drawings be obtained and provided to Dewberry.

Dewberry will provide professional engineering services required to generate construction drawings and technical specifications in sufficient detail to enable Panama City Beach to receive competitive bids from construction contractors. Dewberry will utilize FDOT Dwg drawings supplied by the City to depict the proposed improvements. Based on the information referenced above, Dewberry will provide design, FDOT coordination and permitting, bid document preparation, including contract documents and technical specifications and limited construction administration and inspection for a lump sum fee of \$42,770.00. Please see the attached Task Order 2021.02 defining the scope of services (Attachment A).

As always we look forward to working with you and your staff and the opportunity to improve the water and sewer distribution systems within the City. Should you have any questions or require additional information in support of this Proposal, do not hesitate to contact me.

Sincerely,
Dewberry Engineers Inc.

Jose A. Pereira, PE
Senior Associate

Attachments: Attachment A (Task Order – Scope of Services)

cc: Mr. Clifford Wilson III, PE, Vice-President, Dewberry (via email cwilson@dewberry.com)
Mr. Jonathan Sklarski, P.E., Associate Vice-President (via email jsklarski@dewberry.com)



Panama City Beach
 SR 30A from Walton Co. to Heather Drive Utilities Relocation
 Panama City Beach, FL

Dewberry Engineers Inc.

3/6/2021

TASK	DESCRIPTION	PROJ MGR	PROJECT ENGR	CAD TECH	INSP TECH	ADMN ASST.	TOTAL
Phase 1 Design Services							
1	Consultation With City Staff Regarding Proposed Improvements	2					\$380.00
2	Coordination with FDOT plans	2	2	0			\$580.00
3	Utility Coordination with City Staff including field site visit and meeting	8	0				\$1,520.00
4	80% Design Delivery for City Review						\$0.00
5	Cover Sheet			2			\$180.00
6	General Notes and Key Map	0	2	2			\$390.00
7	Erosion Control Plan and SWPPP Sheet	0	2	2			\$390.00
8	Conflict # 175 relocation of existing 12" force main - 380'	4	2	8			\$1,720.00
9	Conflict # 261 relocation of existing 12" force main - 900'	4	2	8			\$1,720.00
10	Conflict # 320 relocation of existing 12" force main - 950'	4	2	8			\$1,720.00
11	Conflict # 418(b) relocation of existing 18" water main - 200'	4	2	8			\$1,720.00
12	Conflict # 481 relocation of existing 12" force main - 250'	4	2	8			\$1,720.00
13	Conflict # 481 relocation of existing 20" reclaim water main - 225'	4	2	8			\$1,720.00
14	Conflict # 481 relocation of existing 12" force main - 225'	4	2	8			\$1,720.00
15	Utility Detail Sheets	2	0	4			\$760.00
16	Maintenance of Traffic Detail Sheets (2)	0	0	4			\$380.00
17	QA/QC Review	2					\$380.00
18	80% Design Plans City Review Comments	2	0	0			\$380.00
19	90% Design Delivery for City Review	2	0	4			\$760.00
20	90% Design Plans City Review Comments	2	0	0			\$380.00
21	Contract Documents and Technical Specifications	6	8			8	\$2,840.00
22	Coordinate and Submit FDOT Permit	4	2	2			\$1,150.00
23	Respond to FDOT RFFs during Permitting	2	0	2			\$570.00
24	Final Construction Plans and Specifications	4	0	8			\$1,520.00
	TOTAL HOURS	68	30	86	0	8	
	HOURLY RATES	\$190	\$100	\$95	\$80	\$65	
25	LABOR COSTS	\$ 12,920	\$ 3,000	\$ 8,170	\$ -	\$ 520	\$24,610.00
SUBTOTAL COST FOR DESIGN SERVICES							\$24,610.00
Phase 2 - Bidding Assistance							
1	Distribution of Construction Documents					4	\$260.00
2	Provide Clarifications to Contractors	8	8				\$1,940.00
3	Prepare and Issue Addendums	2	4				\$780.00
4	Conduct Pre-Bid and Bid Opening Meetings	8				2	\$1,650.00
5	Prepare Bid Tabulation and Letter of recommendation	2	4			2	\$910.00
	TOTAL HOURS	18	16	0		8	
	HOURLY RATES	\$190	\$100	\$95	\$80	\$65	
	LABOR COSTS	\$ 3,420	\$ 1,600	\$ -	\$ -	\$ 520	\$ 5,540
SUBTOTAL COST FOR BIDDING SERVICES							\$6,540.00
Phase 3 - Limited Construction Administration							
1	Conduct Pre-work Conference	2					\$380.00
2	Respond to Contractors RFFs	4	4				\$1,160.00
3	Assist City in addressing conflicts in the field	4	0				\$780.00
4	Shop Drawings Review and approval	4	4				\$1,160.00
5	Limited CEJ based on 5 work days/week, 3 hours/day, and 35 work days				105		\$8,400.00
6	Record Drawings based on information provided by the contractor and inspector relative to changes made in the field during construction	2		4			\$760.00
	TOTAL HOURS	16	8	4	105	0	
	HOURLY RATES	\$190	\$100	\$95	\$80	\$65	
	LABOR COSTS	\$ 3,040	\$ 800	\$ 380	\$ 8,400	\$ -	\$ 12,620
SUBTOTAL COST FOR LIMITED CONSTRUCTION ADMINISTRATION SERVICES							\$12,620.00
TOTAL COST FOR DESIGN, BIDDING AND LIMITED CONSTRUCTION ADMIN SERVICES							\$42,770.00

Attachment A
Scope of Services, Task Order 2021-02
CITY OF PANAMA CITY BEACH
SR 30A (US 98) from Walton Co. to Heather Drive Utilities Relocation

This task order is for the purpose of Dewberry Engineers Inc. (Dewberry), as the ENGINEER, to provide engineering services required in conjunction with the relocation of segments of existing 12-inch force main, 16-inch water main and 20-inch non potable water lines that will be impacted by the proposed FDOT S.R. 30A resurfacing and drainage improvements from Walton Co. to Heather Drive. The relocation of the impacted utilities will be for the City of Panama City Beach (City) acting by and through its Council under the **MASTER SERVICES AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND DEWBERRY ENGINEERS INC. (formerly PREBLE-RISH, INC.) RELATING TO UTILITY ENGINEERING SERVICES (General Water and Sewer and Reclaimed Utility) dated April 8, 2014.**

DESCRIPTION OF ENGINEER'S SERVICES

The services to be performed by Dewberry during the design of the SR 30A Utilities Improvements from Walton Co. to Heather Drive will consist of three (3) phases as described below.

Phase 1- Design Services

The scope of work for this phase of the project will include the basic services outlined below. The detailed design will culminate in the preparation of plans, specifications and bid documents that depict the character and scope of the project in sufficient detail to enable the City to receive competitive bids from construction contractors.

As we understand, the City has identified a total of seven (7) utility conflicts with proposed FDOT improvements and are as follow

1. Conflict No. 175, relocation of approximately 380 feet of 12-inch force main from STA 261+20, 63' RT to STA 265+00, 63' RT that will be impacted by proposed FDOT drainage improvements. Line stops with a bypass feature will be used in the design to allow for that segment of 12-inch force main to be relocated while the line is kept in operation.
2. Conflict No. 261, relocation of approximately 900 feet of 12-inch force main from STA 314+00, 62' RT to STA 323+50, 62' RT that will result in less than 36 inches of minimum recommended pipe cover from proposed FDOT improvements. The segment of pipe will be relocated deeper to maintain 36-inch minimum pipe cover. Line stops with a bypass feature will be used in the design to allow for continue operation of the existing force main.
3. Conflict No. 320, relocation of approximately 950 feet of 12-inch force main from STA 341+00, 65' RT to STA 350+50, 65' RT that will result in less than 36 inches of minimum recommended pipe cover from FDOT improvements. The segment of pipe will be relocated deeper to maintain 36-inch minimum pipe cover. Line stops will be used on both ends to allow for continue operation of the existing force main.
4. Conflict No. 418(b), relocation of approximately 200 feet of 16-inch water main from STA 387+00, 68' RT to STA 389+00, 68' RT that will result in less than 36 inches of minimum recommended pipe cover from FDOT improvements. The segment of pipe will be relocated deeper to maintain 42-inch minimum pipe cover per PCB standard. Line stops will be used on both ends to allow for continue operation of the existing water main.
5. Conflict No. 481, relocation of approximately 250 feet of 12-inch force main from STA 408+00, 70' RT to STA 410+50, 70' RT that will result in less than 36 inches of minimum recommended pipe cover from FDOT improvements. The segment of pipe will be relocated deeper to maintain 36-inch minimum pipe cover. Line stops will be used on both ends to allow for continue operation of the existing force main.

Attachment A
Scope of Services, Task Order 2021-02
CITY OF PANAMA CITY BEACH
SR 30A (US 98) from Walton Co. to Heather Drive Utilities Relocation

6. Conflict No. 511, relocation of approximately 225 feet of 20-inch Reclaim (non-potable water) main from STA 424+00, 65' LT to STA 426+25, 65' LT that will result in less than 42 inches of minimum recommended pipe cover from FDOT improvements. The segment of pipe will be relocated deeper to maintaining 42-inch minimum pipe cover. For this conflict we will locate existing isolation valves on either side of the relocated segment to evaluate the possibility of closing valves to allow for temporary interruption of service while line is reconnected or use Line stops on both ends to allow for continue operation of the existing reclaim water main.
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It is also our understanding that no additional topographic survey will be performed on this project as it is the City's desire to design the proposed improvements utilizing FDOT drawings as the base platform for the improvements. Rather than using PDF drawings we recommend the City that Dwg drawings be obtained and provided to Dewberry. Dewberry will also assist the City with coordination and acquiring permit from FDOT and the preparation of the contract documents and technical specifications. Ultimately, this phase will culminate with the development of construction drawings that show the character and scope of the work to be performed. The anticipated construction drawings include:

- Cover Sheet
- General Note Sheet
- General Construction Notes
- Relocated Utility Plan Sheets using FDOT's drawings as the base of the design.
- Panama City Beach Standard Detail Sheets for the Impacted Utilities
- MOT Sheets

Phase 2 – Bidding Services

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

1. Furnish bidding documents to prospective bidders and plan rooms.
2. Attend pre-bid conference; provide response to questions regarding bidding documents, and issue addenda as appropriate to clarify, correct or change the bidding documents.
3. Attend bid opening, tabulate bids and make a recommendation to the City regarding the award of a construction contract

Phase 3 – Limited Construction Administration Services

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. Respond to contractor questions and requests for information during construction.
3. Assist the City in addressing conflicts in the field and their resolution including providing revised design sketches to eliminate the conflict.
4. Limited Construction administration services to include shop drawings review and approval.
5. Limited Construction inspection services (3 hours per day) for substantial compliance with the plans and specifications. Using a 3-hour per day inspection period, the total number of inspection hours allocated will be 105 hours.
6. Following construction of the water line, provide record drawings to the City on reproducible media and AutoCAD (dwg) format on electronic media. Record drawings will be based on

Attachment A
Scope of Services, Task Order 2021-02
CITY OF PANAMA CITY BEACH
SR 30A (US 98) from Walton Co. to Heather Drive Utilities Relocation

information provided by the construction contractor relative to changes made in the field during construction.

PROJECT SCHEDULE

We anticipate performing Phase 1 design services outlined above within Thirty (30) days following the City authorization to proceed with the project

COMPENSATION

1. Phase 1, Design Services	\$ 24,610.00
2. Phase 2, Bidding Services	\$ 5,540.00
3. Phase 3, Limited Construction Administration	<u>\$ 12,620.00</u>
Total Lump Sum Fee:	\$ 42,770.00

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

DEWBERRY

203 Aberdeen Parkway
Panama City, Florida 32405

By _____

Name and Title: Jose A. Pereira, P.E.
Senior Associate

Witnessed: _____

Date: _____

CITY OF PANAMA CITY BEACH, FLORIDA

110 South Arnold Road
Panama City Beach, Florida 32413

By: Albert E Shortt

Name and Title: Mr. Albert E. Shortt
City Manager, Interim

Witnessed: Lynne Fasso

Date: 03/26/21

EXHIBIT B
COMBINED TASK ORDER AND
NOTICE TO PROCEED

TASK ORDER NO. 2018-3

DATE: March __, 2021

Reference is made to that certain MASTER SERVICES AGREEMENT BETWEEN CITY OF PANAMA CITY BEACH AND DEWBERRY INC. RELATING TO PROFESSIONAL UTILITY ENGINEERING SERVICES – MAJOR WASTEWATER dated May 10, 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 **PCB Pkwy (US 98) from Walton Co. to Heather Dr. Utilities Relocation.**

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

- a stipulated sum of \$ **42,770.00** ; 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,
- a fee determined on a time-involved basis with a maximum cost of \$ _____;

Work shall begin on March 26, 2021 and shall be completed 135 calendar days following this date. The date of completion of all work is therefore August 8, 2021. 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, LLC.

By: _____ Date: _____

Jose Pereira, P.E.
Its: Senior Associate

ATTEST:

CITY OF PANAMA CITY BEACH, FL.


Lynne Fasone - City Clerk

By:  Date: 3/26/21
Al Shortt, Int. City Manager