

**RESOLUTION 19-03**

**A RESOLUTION OF THE CITY OF PANAMA CITY BEACH, FLORIDA, APPROVING AN AGREEMENT WITH KEYSTONE FIELD SERVICES, INC. FOR RELOCATION CONSULTING SERVICES AT SPECIFIED HOURLY RATES; AND PROVIDING AN IMMEDIATELY EFFECTIVE DATE.**

**BE IT RESOLVED** that the appropriate officers of the City are authorized but not required to accept and deliver on behalf of the City that certain Agreement between the City and Keystone Field Services, Inc., relating to relocation consulting services for Highway 79/Front Beach Road Segment 3 Project, at the following hourly rates:

Principal Relocation Specialist/Program Manager	\$168.00/Hour
Senior Relocation Specialist	\$155.00/Hour
Acquisition/Relocation Agent	\$128.00/Hour

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.

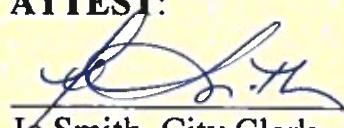
**PASSED** in regular session this 25<sup>th</sup> day of October, 2018.

**CITY OF PANAMA CITY BEACH**

By: 

Mike Thomas, Mayor

**ATTEST:**

  
Jo Smith, City Clerk



Licensed Real Estate Broker

June 12, 2018

Ms. Amy Myers, Esquire  
Hand Arendall Harrison Sale LLC  
304 Magnolia Avenue  
Panama City Beach, FL 32401

**Re: Relocation Consulting Services - City of Panama City Beach - Highway 79/Front Beach Road Segment 3 Project**

Dear Ms. Myers:

Per our telephone conversation today, I propose adding an Acquisition / Relocation Agent under my supervision to assist Eli Matalon and myself during the relocation of the Pizza Hut and the Chevron businesses. The Acquisition / Relocation Agent's hourly rate will be \$128.00/Hour. As these two business relocations will be long lead, this lower rate may allow us to offer cost savings to the City of Panama City Beach in the execution of this project.

The hourly rates for Eli Matalon and myself, the scope of services and reimbursed expenses will remain per our 9/11/2016 engagement letter.

Thank you again for the opportunity to be of service to you and the City of Panama City Beach.

Sincerely,

Jan Rybak, SR/WA, RW-RAC

Accepted: \_\_\_\_\_ Date



# CITY OF PANAMA CITY BEACH AGENDA ITEM SUMMARY

1. DEPARTMENT MAKING REQUEST/NAME:  
CRA/AMY MYERS

2. MEETING DATE:  
October 25, 2018

3. REQUESTED MOTION/ACTION:  
APPROVE AN AGREEMENT FOR RELOCATION CONSULTING SERVICES WITH KEYSTONE FIELD SERVICES, INC. FOR FRONT BEACH ROAD SEGMENT 3/HWY 79 PROJECT

4. AGENDA

PRESENTATION  
PUBLIC HEARING  
CONSENT  
REGULAR

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5. IS THIS ITEM BUDGETED (IF APPLICABLE)? Yes  No  N/A   
BUDGET AMENDMENT OR N/A

DETAILED BUDGET AMENDMENT ATTACHED Yes  No  N/A

6. BACKGROUND: (WHY IS THE ACTION NECESSARY, WHAT GOAL WILL BE ACHIEVED)

CITY STAFF HAS BEGUN THE PROCESS OF ACQUIRING RIGHT OF WAY FOR THE FRONT BEACH ROAD SEGMENT 3/HWY 79 PROJECT. TWO OF THE PROPERTIES IDENTIFIED FOR ACQUISITION CONTAIN BUSINESSES WHO WILL NEED TO BE RELOCATED. STAFF RECOMMENDS APPROVAL OF AN AGREEMENT FOR ACQUISITION AND RELOCATION ASSISTANCE WITH KEYSTONE FIELD SERVICES, WHO HAS BEEN PREVIOUSLY ENGAGED BY THE CITY FOR GENERAL RELOCATION CONSULTING SERVICES.

THE ENGAGEMENT FOR THESE SERVICES WILL BE COMPENSATED BASED ON AN HOURLY RATE, AND SPECIFICALLY APPROVES THE RATE OF A THIRD AGENT AT A LOWER RATE THAN THOSE CONTEMPLATED IN THE CITY'S 2016 ENGAGEMENT OF THE FIRM.

STAFF RECOMMENDS APPROVAL.